

## ADAMS COUNTY BOARD OF SUPERVISORS AGENDA

Adams County Board Room

February 16, 2016 6:00 p.m.

1. Call to Order by the Chairman
2. Was meeting properly announced?
3. Moment of silence
4. Pledge of Allegiance
5. Roll Call
6. Approve agenda
7. Approval of January 19, 2016 minutes
8. Public participation
9. Announcement of Meetings, Report of Supervisors Claims read by the County Clerk and appoint six (6) Supervisors to approve claims: Morgan, Nigh, Pisellini, Repinski, Roseberry and Skala.
10. **Claims:** None
11. **Correspondence:** None
12. **Appointments:** None
13. **Unfinished Business:** None
14. **New Business:** None
15. **Reports and Presentations:**
  - A. Miscellaneous:
    - Clerk of Circuit Court Annual Report of 2015
    - Emergency Fire Wardens for 2016
    - Daric Smith, RIDC hand out a written report
    - Presentation on Mental Health and AODA Services

### 16. Review Committee Minutes

Ad Hoc Com/Appts 1/19	Executive 2/2	Property 1/13	Surveyor Jan 2016
Admin & Fin 1/8	H&HS/Vet 1/19	PS&J 1/13	Traffic Safety
Airport 1/11	Hwy 1/14	Solid Waste 1/13,	11/11/15
BOA 1/20	L&W 1/11	2/3	UW Ext 1/12
County Board 1/19	Library 1/25		

### 17. **Resolutions:**

**Res. #07:** To respond to the high demand for mental health and Alcohol and Drug service needs by adding an additional Mental Health/AODA Therapist position.

**Res. #08:** Resolution to approve out-of-state travel and accommodations for Meredith Engwall to Dallas, TX from April 16 to April 23, 2016.

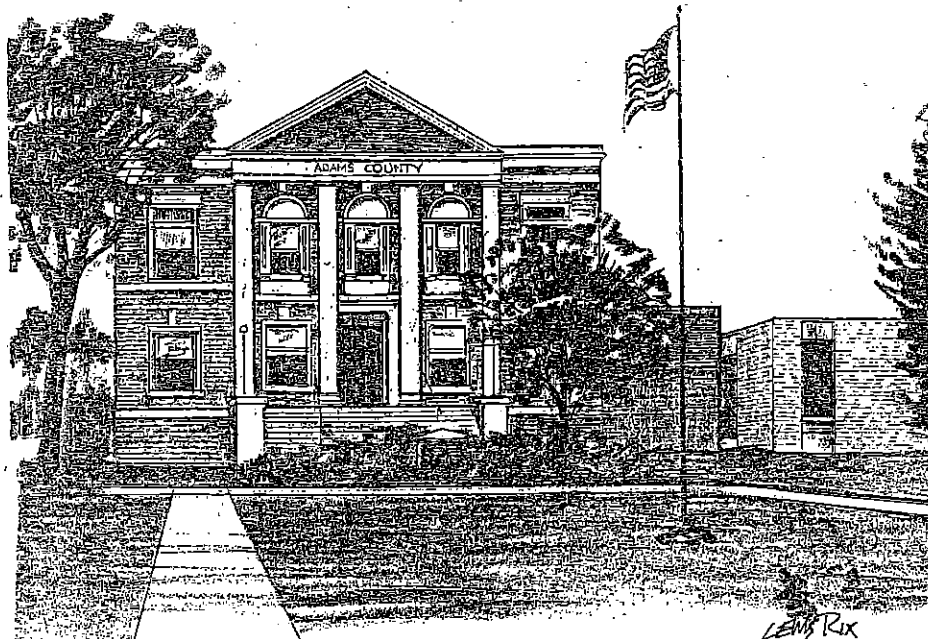
**Res. #09:** Resolution to approve out-of-state travel and accommodations for Lisa Krizan to Aurora, IL on April 20<sup>th</sup>, 2016.

### 18. **Ordinances:**

**Ord. #03:** Adams County Mobile Service Facilities and Support Structures Ordinance

19. **Denials:** None
20. **Petition:** None
21. Approve claims.
22. Approve Per Diem and Mileage.
23. Motion for County Clerk correct any and or all errors
24. Set next meeting date(s)
25. Adjournment

# ADAMS COUNTY CLERK OF CIRCUIT COURT ANNUAL REPORT OF 2015



*Adams County Courthouse  
Friendship, Wisconsin*

Kathleen R. Dye  
Clerk of Circuit Court  
January 28, 2016

TO THE HONORABLE BOARD OF SUPERVISORS FOR ADAMS COUNTY:			
I, KATHLEEN R. DYE, CLERK OF CIRCUIT COURT FOR ADAMS COUNTY, WISCONSIN,			
RESPECTFULLY SUBMIT THE FOLLOWING REPORT OF RECEIPTS AND DISBURSEMENTS OF			
THIS OFFICE FROM JANUARY 1, 2015 THROUGH DECEMBER 31, 2015			
BALANCE BROUGHT FORWARD		1/1/2015	\$ 119,803.74
<b>RECEIPTS</b>			
<b>COURT REVENUE:</b>		\$ 841,643.24	
Circuit Fees	\$ 105,589.06		
Clerk's Fees	\$ 25,267.26		
Penalty Assessment	\$ 40,242.73		
Crime Victim/Witness Surcharge	\$ 22,542.28		
Justice Information Fee	\$ 66,677.08		
Jail Assessment	\$ 19,450.52		
Driver Improvement Surcharge	\$ 36,345.54		
Wild Animal Surcharge	\$ 595.00		
DNR Restitution	\$ 534.04		
DNR Assessment	\$ 7,306.73		
Wildlife Violator Compact Surcharge	\$ 797.18		
Domestic Abuse Assessment	\$ 1,925.39		
Truck Driver Education Surcharge	\$ 81.73		
Interest Revenue	\$ 6,288.01		
Drug Offender Diversion Surcharge	\$ 173.14		
Weapons Assessment	\$ 710.45		
Occupational License Fee	\$ 40.00		
Ignition Interlock Device Surcharge	\$ 2,907.01		
Family Counseling Service Fee	\$ 2,085.00		
Mediation Fee	\$ 1,885.00		
Drug Abuse Surcharge	\$ 1,557.35		
DNA Surcharge	\$ 24,293.49		
Crime Lab/Drug Law Assessment	\$ 27,050.27		
Consolidated Court Automation Project	\$ 22,485.92		
Court Service Fee	\$ 217,251.02		
Municipal Fees	\$ 1,940.00		
10% Restitution Surcharge	\$ 1,498.92		
Blood Test Costs	\$ 987.67		
Sales Tax	\$ 41.71		
Recoupments	\$ 54,632.57		
<b>FINES AND FORFEITURES:</b>			
County	\$ 64,548.79		
State - Chapter 341-347, 349 & 351	\$ 46,296.73		
State - Chapter 348	\$ 952.00		
State - All Others	\$ 36,663.65		
TRI-LAKES DISTRICT		\$ 247.50	
CITY OF ADAMS		\$ 11,393.74	
TOWN OF ROME		\$ 3,327.71	
RESTITUTION/Criminal Deposits		\$ 22,728.30	
BAIL		\$ 120,489.50	
TRUST		\$ 156,834.99	
<b>TOTAL RECEIPTS</b>			\$ 1,156,664.98
			\$ 1,276,468.72





**Emergency Fire Wardens  
Adams County  
2016**

Town of Adams

Rich Sternhagen

Ace of Adams, 225 West North Street, Adams, WI 53910

Town of Big Flats

Scott Hyde

Tim &amp; Kelly Nickl

Moose Morgan's North, 899 STH 13, Arkdale, WI 54613  
Nickl's Nook, 1232 STH 13, Friendship, WI 53934Town of Jackson

Darlene Borud

Borud's Hardware, 548 Ormsby St., Oxford, WI 53952

Town of New Chester

John Mazzuca

Mary Payne

2985 Hwy "G", Oxford, WI - 53952  
Myrt's Handi Mart, 626 CTH "E", Grand Marsh, WI 53936Town of Quincy

Wanda Abfall

Shirley Woodruff

Town of Quincy, 2599 Cty Z, Friendship, WI 53934  
Four Seasons, 2332 HWY Z, Friendship, WI 54613Town of Rome

Lori Pritzel

Jill Cavanuagh

Melissa Jacobson

Sharell Kopchik

Sherry Cleveland

Pritzel's, 251 Hwy 13 S., Nekoosa, WI 54457  
Lk Arrowhead, 1195 Apache Lane, Nekoosa, WI 54457  
Lk Arrowhead, 1195 Apache Lane, Nekoosa, WI 54457  
Lk Camelot, 298 Leisure Lane, Nekoosa, WI 54457  
Lk Camelot, 298 Leisure Lane, Nekoosa, WI 54457Town of Springville

Neil Theisen

Herb Theisen

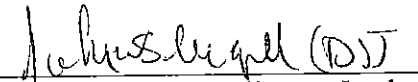
Corner Pump, 3303 Hwy 13, Wisconsin Dells, WI 53965  
Theisen Lumber, 3328 Hwy 13, Wisconsin Dells, WI 53965Town of Strong's Prairie

Clark Bomkamp

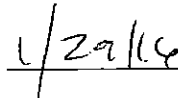
Susan Quinnell

Old Mill Tavern, 1562 Hwy 21, Arkdale, WI 54613  
JB Sales, 1898 STH 21, Arkdale, WI 54613

BY:

  
 John Schwingel, Area Forestry Leader

Date:



BY:

Chairperson, Adams County Board

Date:

**RESOLUTION TO ADD AN ADDITIONAL  
HHSD MENTAL HEALTH/AODA THERAPIST POSITION**

**INTRODUCED BY:** Health and Human Services Board

**INTENT & SYNOPSIS:** To respond to the high demand for mental health and Alcohol and Drug service needs by adding an additional Mental Health/AODA Therapist position.

**FISCAL NOTE:** \$77,352, wage including benefits. The therapist position generates revenue of at least 50% of the cost of the position. Additional available revenues will be sought to cover the position. We will pursue dollars from the HHS fund- balance for any cost of the position not covered by revenue sources

**WHEREAS:** The Mental Health and Alcohol and other Drug needs in the County are significant; and

**WHEREAS:** The Mental Health/AODA clinic currently serves 574 individuals; and

**WHEREAS:** The Mental Health/AODA Therapists have caseloads between 85 and 110 individuals. The recommended case load for a therapist, as indicated by our surveyor, during our 2015 Certification Survey, is a case load of 60 to 65 clients for a therapist; and

**WHEREAS:** The additional therapist position will assist in shortening the 6- to 8-week appointment delay for mental health/AODA services, and increase the effectiveness of outpatient mental health and AODA services for Adams County; and

**WHEREAS:** A manageable caseload provides better timely services to clients and can prevent more intensive treatments, such as hospitalizations or residential placements. In 2014 one hundred (100) clients were hospitalized for inpatient mental health services, covering 571 days. Currently in 2015, forty nine individuals have been inpatient for mental health services, covering 273 days; and

**WHEREAS:** This high and intense workload volume is having a negative impact on the therapists, and we have experienced a 75% turnover in Therapist positions in the last two years. One of the reasons shared for leaving the department, has been the high case load.

**NOW THEREFORE, BE IT RESOLVED that the Adams County Board of Supervisors** approves the addition of a Full- time Mental Health/AODA Therapist position, to respond and address the significant mental health and AODA needs of the County; and

**BE IT FURTHER RESOLVED** that generated revenues will be applied to the cost of the position

**RESOLUTION TO ADD AN ADDITIONAL  
HHSD MENTAL HEALTH/AODA THERAPIST POSITION**

44  
45 Recommended for adoption by the Health & Human Services Board this 11th day  
46 of January, 2016

47  
48 Jack E. Allen Rob Hrabowski  
49 Rocky Hilner Loriz Guinadi  
50  
51 Jerome Ng-Bewery

52  
53  
54 Adopted \_\_\_\_\_  
55 Defeated \_\_\_\_\_ by the Adams County Board of Supervisors this  
56 Tabled \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

57  
58  
59 \_\_\_\_\_ County Board Chair \_\_\_\_\_ County Clerk

60  
61 ☒ Reviewed by Corporation Counsel  
62 ☒ Reviewed by County Manager/Interim Administrative Coordinator



**RESOLUTION 08 -16**  
**RESOLUTION TO APPROVE OUT OF STATE TRAVEL FOR PUBLIC HEALTH STAFF (Public Health Nurse)** p9

**INTRODUCED BY:** Health and Human Services Board

**INTENT & SYNOPSIS:** Resolution to approve out-of-state travel and accommodations for Meredith Engwall to Dallas, TX from April 16 to April 23, 2016.

**FISCAL NOTE:** None. The travel and accommodations are funded with a reimbursement and will be paid out of account number 240 E 30 54111 (430, 431, 432 and 433).

**WHEREAS:** *The Adams County Employee Handbook* Chapter 8, Section 1.02, requires all out-of-state travel and related expenses be authorized by Resolution of the County Board; and

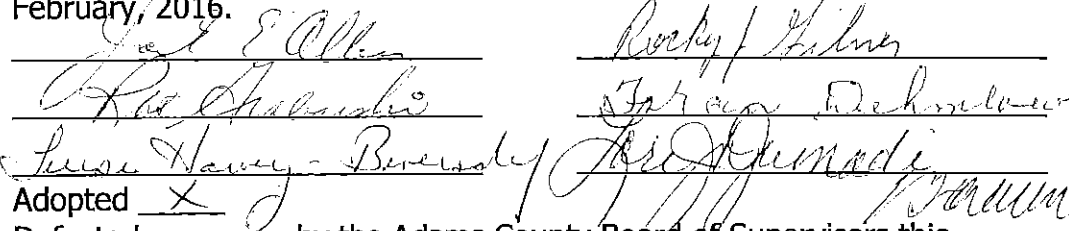
**WHEREAS:** Participation in the National Association of City and County Health Officials (NACCHO) Preparedness Summit meets requirements of the Wisconsin Department of Health Service Public Health Preparedness grant objectives and Meredith Engwall was selected by NACCHO to attend; and

**WHEREAS:** All funding to implement and administer the public health preparedness program is provided by grants administered by the Wisconsin Department of Health Services; and

**WHEREAS:** Training and additional travel costs for staff have been awarded through a competitive scholarship process to Adams County Health and Human Services Division of Public Health from the Wisconsin Department of Health Services.

**NOW THEREFORE, BE IT RESOLVED:** That the Adams County Board of Supervisors hereby approves out-of-state travel for Meredith Engwall to attend the Public Health Preparedness Summit and Roadmap to Ready Program in Dallas, TX from April 16 to April 23, 2016.

Recommended for adoption by Health and Human Services Board on this 8<sup>th</sup> day of February, 2016.



Adopted ☒ \_\_\_\_\_  
Defeated \_\_\_\_\_  
Tabled \_\_\_\_\_ by the Adams County Board of Supervisors this  
8<sup>th</sup> day of February, 2016.

\_\_\_\_\_  
County Board Chair

\_\_\_\_\_  
County Clerk

☒ Reviewed by Corporation Counsel  
☒ Reviewed by County Manager/Administrative Coordinator

**RESOLUTION TO APPROVE OUT OF STATE TRAVEL FOR PUBLIC HEALTH  
STAFF (Public Health Nurse Supervisor)**

**INTRODUCED BY:** Health and Human Services Board

**INTENT & SYNOPSIS:** Resolution to approve out-of-state travel and accommodations for Lisa Krizan to Aurora, IL on April 20<sup>th</sup>, 2016.

**FISCAL NOTE:** None. The travel and accommodations are funded with grant revenue and will be paid out of account number 240 E 30 54131 (430, 431, 432 and 433).

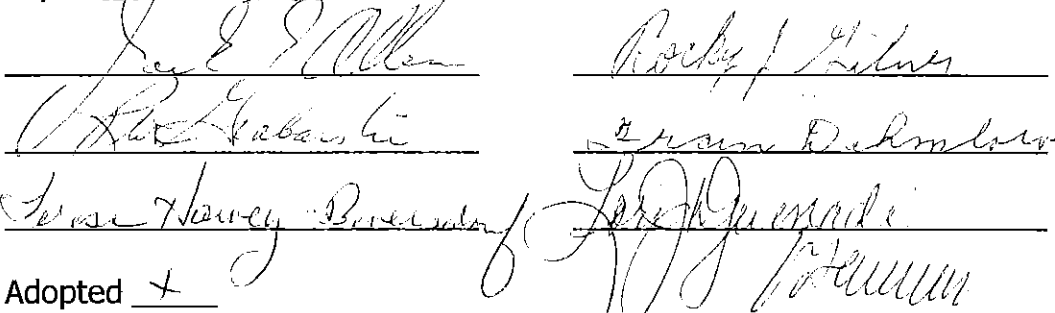
**WHEREAS:** *The Adams County Employee Handbook* Chapter 8, Section 1.02, requires all out-of-state travel and related expenses be authorized by Resolution of the County Board; and

**WHEREAS:** Participation in the Nurse Family Partnership Community of Practice helps meet model fidelity as required by Nurse Family Partnership and the Wisconsin Family Foundations Home Visiting grant awarded Adams County in October of 2013; and

**WHEREAS:** All funding to implement and administer the Nurse Family Partnership Home Visiting program, including travel for required trainings and meetings, was approved in the 2016 budget.

**NOW THEREFORE, BE IT RESOLVED:** That the Adams County Board of Supervisors hereby approves out-of-state travel for Lisa Krizan to attend the Nurse Family Partnership Community of Practice in Aurora, IL on April 20, 2016.

Recommended for adoption by Health and Human Services Board on this 8<sup>th</sup> day of February, 2016



Adopted +  
 Defeated \_\_\_\_\_  
 Tabled \_\_\_\_\_ by the Adams County Board of Supervisors this  
8<sup>th</sup> day of February, 2016.

\_\_\_\_\_  
 County Board Chair

\_\_\_\_\_  
 County Clerk

☒ Reviewed by Corporation Counsel  
☒ Reviewed by County Manager/Administrative Coordinator

**ADAMS COUNTY MOBILE SERVICE FACILITIES AND SUPPORT  
STRUCTURES ORDINANCE**

**The County Board of Supervisors of the County of Adams does ordain as follows:**

**WHEREAS:** Wisconsin Statute §59.69 (5) authorizes the County Board to adopt a zoning ordinance and §59.692 mandates the county to zone by ordinance all shorelands in its unincorporated area; and

**WHEREAS:** Wisconsin Statute §59.69(5)(e) authorizes the County Board to amend an ordinance and Wisconsin Statute §59.692(2)(a) states that the powers of §59.69 apply to ordinances and their amendments enacted under §59.692; and

**WHEREAS:** 2013 Wisconsin Act 20 makes unenforceable any ordinance in effect after July 2, 2013 which is inconsistent with the provisions set forth in Wisconsin Statute §66.0404; and

**WHEREAS:** To remain on pace with evolving technology, it is deemed in the best interest of Adams County to create an ordinance pertaining to Mobile Tower Siting Regulations that conforms with the requirements of 2013 Wisconsin Act 20; and

**WHEREAS:** Adams County regulates the Comprehensive Zoning in the Towns of Adams, Colburn, Dell Prairie (except areas annexed into Wisconsin Dells), Easton, Jackson, New Chester, New Haven, Preston, Richfield and Springville; and

**WHEREAS:** Adams County regulates Shoreland zoning (Shoreland, Wetland and Habitat Protection zoning ordinance) in all seventeen towns within the County except areas annexed into Wisconsin Dells; and

**WHEREAS:** Notice of the public hearing at which this matter was considered was published on January 20, 2016 and January 27, 2016 in the Adams County Times Reporter; and

**WHEREAS:** The Adams County Planning & Zoning Committee conducted a public hearing on the proposed Mobile Service Facilities and Support Structures Ordinance on February 03, 2016 and after evaluating all data and evidence presented at the hearing, the Planning & Zoning Committee moved to recommend approval as stated below.

**NOW THEREFORE, the Adams County Board of Supervisors does hereby ordain as follows:** It is deemed in the best interest of Adams County to create an ordinance pertaining to Mobile Tower Siting Regulations that conforms with the requirements of 2013 Wisconsin Act 20. The Mobile Tower Siting Ordinance shall become effective in all Towns under Adams County Comprehensive Zoning; all areas under Adams County Shoreland Wetland and Habitat Protection Zoning and Towns with their own Comprehensive Zoning that do not have a similar ordinance as of the date of its publication, following enactment by the Adams County Board of Supervisors. Upon the effective date of this Ordinance, any and all conflicting regulations contained in Adams County Zoning Ordinances pertaining to the siting of mobile towers become invalid.

46  
47 Recommended for enactment by the Planning and Zoning Committee this \_\_\_\_ day of  
48 \_\_\_\_\_, 20\_\_\_\_.

49  
50 Rocky Hubbs Mark Hamburg  
51 Barbara A. Morgan Larry Balesch  
52 Joe Slath  
53 County Clerk

54 Enacted \_\_\_\_\_  
55 Defeated \_\_\_\_\_ by the Adams County Board of Supervisors  
56 Tabled \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

57  
58 \_\_\_\_\_  
59 County Board Chair County Clerk

60  
61 ☒ Reviewed by Corporation Counsel  
62 ☒ Reviewed by County Manager/Administrative Coordinator

## ADAMS COUNTY

## Mobile Service Facilities and Support Structures Ordinance

Mobile Service Facilities and Support Structures Ordinance, Adams County, Wisconsin  
[www.co.adams.wi.gov](http://www.co.adams.wi.gov)

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*County Planning and Zoning Committee:*

Joe Stuchlak, Chairperson  
 Larry Babcock              Barb Morgan  
 Rocky Gilner              Al Sebastiani  
 Mark Hamburg              Randy Theisen

## Adams County Planning &amp; Zoning Dept.

P. O. Box 187, Friendship, WI 53934  
 Phone: 608 339 - 4222  
 Fax: 608 339 - 4504

*County Board of Supervisors -*

District #18: John West, Chair  
 District #1: Mark Hamburg  
 District #2: Rocky Gilner  
 District #3: Larry Babcock  
 District #4: Larry Borud  
 District #5: Jerry Kotlowski  
 District #6: Barb Morgan  
 District #7: Joe Stuchlak  
 District #8: Robin Skala  
 District #9: Dan Wysocky

District #10: Jake Roseberry  
 District #11: Robert Eggebrecht  
 District #12: Heidi Roekle  
 District #13: Florence Johnson  
 District #14: Orin Nigh  
 District #15: Jack Allen  
 District #16: Robert Grabarski  
 District #17: Lori Djumadi  
 District #19: David Repinski  
 District #20: Paul Pisellini

*County Corporation Counsel -*

Kenneth Wagner

*County Clerk -*

Cindy Phillippi

*County Planning and Zoning Administrator -*

Philip A. McLaughlin

[www.co.adams.wi.gov](http://www.co.adams.wi.gov)

OFFICE HOURS: 8:00 AM – 4:30 PM

~~P114~~  
EFFECTIVE DATES:

This Ordinance shall take effect after a Public Hearing, enactment by the County Board of Supervisors and transmittal to each Town Clerk.

ENACTED THIS

Public Hearing: 02-03-16

Board Adoption: 02-16-16

REVISED THIS

Public Hearing:

Board Adoption:

ATTESTED:

John West

CHAIRPERSON OF COUNTY BOARD

Cindy Phillippi

COUNTY CLERK

Town	Comp. Zoning	SW & HP Zoning
Adams	Y	Y
Big Flats	N	Y
Colburn	Y	Y
D. Prairie	Y	Y
Easton	Y	Y
Jackson	Y	Y
Leola	N	Y
Lincoln	N	Y
Monroe	N	Y
N. Chester	Y	Y
N. Haven	Y	Y
Preston	Y	Y
Quincy	N	Y
Richfield	Y	Y
Rome	N	Y
Springville	Y	Y
S. Prairie	N	Y

SECTION 1 – INTRODUCTION	<u>Page</u>
1-1.0 AUTHORITY	1
1-2.00 TITLE	1
1-3.00 PURPOSE	1
1-4.00 INTENT	1
1-5.00 SEVERABILITY	1
1-6.00 ABROGATION AND GREATER RESTRICTIONS	1
1-7.00 INTERPRETATION	1
SECTION 2 – DEFINITIONS	
2-1.00 GENERAL	2
2-1.02 ALTERNATIVE TOWER STRUCTURE	2
2-1.03 CAMOUFLAGED MOBILE SERVICE SUPPORT STRUCTURE	2
2-1.04 COLLOCATION	2
2-1.05 FAA	2
2-1.06 FCC	2
2-1.07 HEIGHT	2
2-1.08 SATELLITE DISH	2
2-1.09 TOWER	3
2-1.10 TOWER ACCESSORY STRUCTURE	3
2-1.11 WIRELESS COMMUNICATIONS	3
2-2.00 SPECIFIC	3
SECTION 3 – GENERAL REQUIREMENTS	
3-1.00 EXEMPTIONS	4
3-2.00 SITING AND CONSTRUCTION OF ANY NEW MOBILE SERVICE SUPPORT STRUCTURE AND FACILITIES AND CLASS 1 COLLOCATION	5
3-2.01 APPLICATION PROCESS	5
3-2.02 COMPLETED APPLICATIONS	5
3-2.03 COUNTY RESPONSIBILITIES	6
3-2.04 DISAPPROVAL OF APPLICATION	6
3-2.05 APPLICATION OF SET BACK/FALL ZONE	6
3-2.06 LIMITATIONS / CONDITIONS OF PERMIT	6
3-3.00 CLASS 2 COLLOCATION	7
3-3.01 APPLICATION PROCESS	7
3-3.02 REQUIREMENTS	7
3-3.03 COMPLETED APPLICATIONS	7
3-3.04 COUNTY REVIEW REQUIREMENTS	7
3-3.05 FEES	8
3-4.00 INFORMATION REPORT PURPOSE	8
3-4.01 INFORMATION REPORT	8
3-5.00 REMOVAL/SECURITY FOR REMOVAL AND SITE RESTORATION	8
3-5.01 SECURITY FOR REMOVAL	8

P16-6.00	STRUCTURAL, DESIGN AND ENVIRONMENTAL STANDARDS	9
3-6.01	MOBILE SERVICE SUPPORT STRUCTURE, ANTENNA AND FACILITIES REQUIREMENTS	9
3-6.02	SITE DEVELOPMENT	9
3-6.03	VEGETATION / SCREENING AND SECURITY	9
3-6.04	FIRE PREVENTION	10
3-6.05	NOISE AND TRAFFIC	10
3-6.06	SEPARATION REQUIREMENTS	10

#### SECTION 4 - COMPLIANCE/PENALTIES

4-1.00	ABANDONMENT	10
4-2.00	PENALTIES	11



**1-1.00 AUTHORITY**

The County has the specific authority under Wis. Stat. 59.69 and 66.0404 to enact and enforce this Ordinance. Specifically, under the zoning authority authorized in Wis. Stat. 59.69, this ordinance shall be effective in all towns under the jurisdiction of the Adams County Comprehensive Zoning Ordinance.

**1-2.00 TITLE**

This Ordinance shall be known as, referred to, and cited as the MOBILE TOWER SITING ORDINANCE, ADAMS COUNTY, WISCONSIN and is hereinafter referred to as the Ordinance.

**1-3.00 PURPOSE**

The purpose of this ordinance is to regulate by zoning permit (1) the siting and construction of any new mobile service support structure and facilities; (2) with regard to a class 1 collocation, the substantial modification of an existing support structure and mobile service facilities; and (3) with regard to a class 2 collocation, collocation on an existing support structure which does not require the substantial modification of an existing support structure and mobile service facilities.

**1-4.00 INTENT**

The intent is to accommodate the communication needs of residents and businesses while protecting health, safety, and welfare, to minimize adverse visual effects of wireless facilities through careful design and siting standards, to avoid potential hazards or damage to adjacent properties from tower failure through structural standards and setback requirements, to maximize the use of existing and approved towers and structures for new wireless communications antennas, and to reduce the number of towers needed to serve the area.

**1-5.00 SEVERABILITY**

1-5.01 This Ordinance and the various parts, sections, subsections, and clauses are declared to be severable. If any part, section, subsection, clause, provision, or portion of this Ordinance is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this Ordinance shall not be affected.

1-5.02 If any application of this Ordinance to a particular structure, land, or water is adjudged unconstitutional or invalid by a court of competent jurisdiction, such judgment shall not be applicable to any other structure, land, or water not specifically included in the judgment.

**1-6.00 ABROGATION AND GREATER RESTRICTIONS**

It is not intended by this Ordinance to repeal, abrogate, annul, impair, or interfere with any existing easements, covenants, deed restrictions, agreements, ordinances, rules, regulations, or permits previously adopted or issued pursuant to law. However, wherever this Ordinance imposes greater restrictions, the provisions of this Ordinance shall govern.

**1-7.00 INTERPRETATION**

In their interpretation and application, the provisions of this Ordinance shall be held to be minimum requirements and shall be liberally construed in favor of the County and shall not be construed a limitation

P18 or repeal of any other power granted by the Wisconsin Statutes.

1-7.01 It is intended that the County shall apply these regulations to accomplish to the greatest degree possible the following:

- (A) Maintain and ensure that a non-discriminatory, competitive and broad range of mobile services and high quality mobile service infrastructure consistent with the Federal Telecommunications Act of 1996 and provided to serve the community, as well as serve as an important and effective part of Adams County's police, fire, and emergency response network.
- (B) Provide a process of obtaining necessary permits for mobile service facilities and support structures while at the same time protecting the legitimate interests of Adams County citizens.
- (C) Encourage the use of alternative support structures, co-location of new antennas on existing support structures, camouflaged mobile service support structures, and construction of support structures with the ability to locate three (3) or more providers.

Furthermore, this section is not intended to regulate residential satellite dishes or residential television antennas that are used privately. Additionally, it is not intended to regulate satellite dishes/antennas whose regulation is prohibited by Sec. 59.69(4d), or its successor sections, of the Wisconsin Statutes or as permitted by Federal Law.

## **SECTION 2 – DEFINITIONS**

### **2-1.00 GENERAL**

2-1.01 ALTERNATIVE TOWER STRUCTURE: Any structure not specifically designed or intended for the placement of antennas and wireless communication equipment.

2-1.02 ANTENNA: Any device or equipment used for the transmission or reception of electromagnetic waves, which may include omni-directional antenna (rod), directional antenna (panel) or parabolic antenna (disc).

2-1.03 CAMOUFLAGED MOBILE SERVICE SUPPORT STRUCTURE: Any mobile service support structure that due to design or appearance hides, obscures, or conceals the presence of the mobile service support structure.

2-1.04 COLLOCATION: The location of more than one (1) antenna or set of antennas on the same tower structure.

2-1.05 FAA: Federal Aviation Administration.

2-1.06 FCC: Federal Communications Commission.

2-1.07 HEIGHT: The distance measured from ground level to the highest point on a tower or structure, including any attachments.

2-1.08 SATELLITE DISH: A device incorporating a reflective surface that is solid, open mesh, or bar configured that is shallow dish, cone, horn or cornucopia shaped and is used to transmit and/or receive electromagnetic signals. This definition is meant to include, but is not limited to, what are commonly referred to as satellite earth stations, Television Receive Only (TVROs) and satellite microwave antennas.

2-1.09 TOWER: Any structure that is designed and constructed primarily for the purpose of supporting <sup>819</sup> one or more antennas, including guy towers, monopole towers and self-supporting lattice towers. The term includes radio and television transmission towers, microwave towers, common-carrier towers, cellular telephone towers, alternative tower structures and the like.

2-1.10 TOWER ACCESSORY STRUCTURE: Any structure located at the base of a tower for housing base receiving or transmitting equipment.

2-1.11 WIRELESS COMMUNICATIONS: Any personal wireless services as defined in the Telecommunications Act of 1996, including FCC licensed commercial wireless telecommunications services such as cellular, personal communication services (PCS), specialized mobile radio (SMR), enhanced specialized mobile radio (ESMR), paging and similar services that currently exist or may be developed.

## 2-2.00 SPECIFIC

All definitions contained in s. 66.0404(1), Wisconsin Statutes are hereby incorporated as follows:

- (a) "Antenna" means communications equipment that transmits and receives electromagnetic radio signals and is used in the provision of mobile services.
- (b) "Application" means an application for a permit under this section to engage in an activity specified in sub. (2) (a) or a class 2 collocation.
- (c) "Building permit" means a permit issued by a political subdivision that authorizes an applicant to conduct construction activity that is consistent with the political subdivision's building code.
- (d) "Class 1 collocation" means the placement of a new mobile service facility on an existing support structure such that the owner of the facility does not need to construct a free standing support structure for the facility but does need to engage in substantial modification.
- (e) "Class 2 collocation" means the placement of a new mobile service facility on an existing support structure such that the owner of the facility does not need to construct a free standing support structure for the facility or engage in substantial modification.
- (f) "Collocation" means class 1 or class 2 collocation or both.
- (g) "Distributed antenna system" means a network of spatially separated antenna nodes that is connected to a common source via a transport medium and that provides mobile service within a geographic area or structure.
- (h) "Equipment compound" means an area surrounding or adjacent to the base of an existing support structure within which is located mobile service facilities.
- (i) "Existing structure" means a support structure that exists at the time a request for permission to place mobile service facilities on a support structure is filed with a political subdivision.
- (j) "Fall zone" means the area over which a mobile support structure is designed to collapse.
- (k) "Mobile service" has the meaning given in 47 USC 153 (33).
- (l) "Mobile service facility" means the set of equipment and network components, including antennas, transmitters, receivers, base stations, power supplies, cabling, and associated equipment, that is necessary to provide mobile service to a discrete geographic area, but does not include the underlying support structure.
- (m) "Mobile service provider" means a person who provides mobile service.
- (n) "Mobile service support structure" means a freestanding structure that is designed to support a mobile service facility.
- (o) "Permit" means a permit, other than a building permit, or approval issued by a political subdivision which authorizes any of the following activities by an applicant:
  - 1. A class 1 collocation.
  - 2. A class 2 collocation.
  - 3. The construction of a mobile service support structure.
- (p) "Political subdivision" means a city, village, town, or county.
- (q) "Public utility" has the meaning given in s. 196.01 (5).
- (r) "Search ring" means a shape drawn on a map to indicate the general area within which a mobile service support structure should be located to meet radio frequency engineering requirements, taking into account other factors including topography and the demographics of the service area.

**P20** (s) "Substantial modification" means the modification of a mobile service support structure, including the mounting of an antenna on such a structure, that does any of the following:

1. For structures with an overall height of 200 feet or less, increases the overall height of the structure by more than 20 feet.
2. For structures with an overall height of more than 200 feet, increases the overall height of the structure by 10 percent or more.
3. Measured at the level of the appurtenance added to the structure as a result of the modification, increases the width of the support structure by 20 feet or more, unless a larger area is necessary for collocation.
4. Increases the square footage of an existing equipment compound to a total area of more than 2,500 square feet.

(t) "Support structure" means an existing or new structure that supports or can support a mobile service facility, including a mobile service support structure, utility pole, water tower, building, or other structure.

(u) "Utility pole" means a structure owned or operated by an alternative telecommunications utility, as defined in s. 196.01 (1d); public utility, as defined in s. 196.01 (5); telecommunications utility, as defined in s. 196.01 (10); political subdivision; or cooperative association organized under ch. 185; and that is designed specifically for and used to carry lines, cables, or wires for telecommunications service, as defined in s. 182.017 (1g) (cq); [for] video service, as defined in s. 66.0420 (2) (y); for electricity; or to provide light.

## **SECTION 3 – GENERAL REQUIREMENTS**

**3-1.00 EXEMPTIONS:** The following shall be exempt from the requirement to obtain a Zoning Permit, unless otherwise noted:

3-1.01 Structures for the support of television antennas and other receive-only antennas. The antenna use shall constitute ancillary or secondary use, not primary use, of the property.

3-1.02 Structures for the support of amateur radio antennas that are owned and/or operated by a federally licensed amateur radio operator, provided that the antenna use constitutes ancillary or secondary use, not primary use, of the property.

3-1.03 Structures for the support of mobile antennas for services providing public information coverage of news events or of a temporary or emergency nature.

3-1.04 Telecommunications towers mounted on the ground that do not exceed seventy-five (75) feet in height, except that such towers located in an Exclusive Agricultural (EA) zoning district shall be authorized per compliance with s. 91.46(4), Wis. Stats.

3-1.05 Telecommunications towers mounted on buildings that do not exceed twenty-five (25) feet above the highest part of the building to which they are attached.

3-1.06 Public safety towers owned and operated by federal, state, county, or other local municipal governments.

3-1.07 Wireless internet service provider towers mounted on the ground that do not exceed one hundred twenty five (125) feet in height and which have a base which can be encompassed within a circle of two (2)-foot radius, excluding guy wires and associated anchors.

3-1.08 Wireless internet service provider towers mounted on structures that do not exceed twenty-five (25) feet above the highest part of the structure to which they are attached.

### **3-2.00 SITING AND CONSTRUCTION OF ANY NEW MOBILE SERVICE SUPPORT STRUCTURE<sup>21</sup> AND FACILITIES AND CLASS 1 COLLOCATION:**

**3-2.01 APPLICATION PROCESS:** The construction or installation of any wireless communication facilities or related equipment requires a Zoning Permit from the Adams County Planning and Zoning office prior to beginning installation or construction.

(A) A Zoning Permit is required for the siting and construction of any new mobile service support structure and facilities and for Class 1 Collocation and also for additional and replacement antennas on existing towers and structures prior to beginning installation or construction.

(B) Mobile Towers are a Conditional Use in all zoning districts.

(C) Except as provided for in Sec. 66.0404(4)(L) Wis. Stats., and pursuant to the discretion authorized in sub, (4)(u) therein, the height of a mobile service support structure shall not exceed three hundred (300) feet.

(D) A variance shall be required for any mobile service support structure to exceed the height of three hundred (300) feet.

1. A Zoning Permit application, a Mobile Tower Permit application and a Conditional Use Permit application as appropriate, must be completed by any applicant and submitted to the Planning and Zoning Department. The application must contain the following information:

- a. The name and business address of, and the contact individual for, the applicant.
- b. The location of the proposed or affected support structure.
- c. The location of the proposed mobile service facility.
- d. If the application is to substantially modify an existing support structure, a construction plan which describes the proposed modifications to the support structure and the equipment and network components, including antennas, transmitters, receivers, base stations, power supplies, cabling, and related equipment associated with the proposed modifications.
- e. If the application is to construct a new mobile service support structure, a construction plan which describes the proposed mobile service support structure and the equipment and network components, including antennas, transmitters, receivers, base stations, power supplies, cabling, and related equipment to be placed on or around the new mobile service support structure.
- f. If an application is to construct a new mobile service support structure, an explanation as to why the applicant chose the proposed location and why the applicant did not choose collocation, including a sworn statement from an individual who has responsibility over the placement of the mobile service support structure attesting that collocation within the applicant's search ring would not result in the same mobile service functionality, coverage, and capacity; is technically infeasible; or is economically burdensome to the mobile service provider.

**3-2.02 COMPLETED APPLICATIONS:** If an applicant submits to the Planning and Zoning Department an application for a permit to engage in an activity described in this Ordinance, which contains all of the information required under this Ordinance, the Planning and Zoning Department shall consider the application complete. If the Planning and Zoning Department does not believe that the application is complete, the Planning and Zoning Department shall notify the applicant in writing, within ten (10) days of receiving the application,

that the application is not complete. The written notification shall specify in detail the required information that was incomplete. An applicant may resubmit an application as often as necessary until it is complete.

**3-2.03 COUNTY RESPONSIBILITIES:** Within ninety (90) days of its receipt of a complete application, the Planning and Zoning Department shall complete all of the following or the applicant may consider the application approved, except that the applicant and the Planning and Zoning Department may agree in writing to an extension of the ninety (90) day period:

- (A) Review the application to determine whether it complies with all applicable aspects of the county's building code and, subject to the limitations in this section, zoning ordinances.
- (B) Make a final decision whether to approve or disapprove the application.
- (C) Notify the applicant, in writing, of its final decision.
- (D) If the decision is to disapprove the application, include with the written notification substantial evidence which supports the decision.

**3-2.04 DISAPPROVAL:** The Planning and Zoning Department may disapprove an application if an applicant refuses to evaluate the feasibility of collocation within the applicant's search ring and provide the sworn statement described under section 3-2.01 (D) 1. f.

**3-2.05 APPLICATION OF SET BACK/FALL ZONE:** If an applicant provides the Planning and Zoning Department with an engineering certification showing that a mobile service support structure, or an existing structure, is designed to collapse within a smaller area than the set back or fall zone area required in a zoning ordinance, that zoning ordinance does not apply to such a structure unless the Planning and Zoning Department provides the applicant with substantial evidence that the engineering certification is flawed.

**3-2.06 LIMITATIONS / CONDITIONS OF PERMIT:** Zoning Permits for Siting and Construction of any new mobile service support structure and facilities and Zoning Permits for Class 1 Colocations shall only be granted provided the following conditions exist:

- (A) If the location of the proposed mobile service support structure or mobile service facility is on leased land, the lease agreement does not preclude the lessee from entering into leases on the site with other provider(s) and there is no other lease provision operating as a bar to collocation of other providers.
- (B) The applicant has obtained Federal Communications Commission (FCC) license numbers and registration numbers if applicable.
- (C) The applicant and/or agent have copies of Findings of No Significant Impacts (FONI) statement from the Federal Communications Commission (FCC) or Environmental Assessment or Environmental Impact Study (EIS), if applicable.
- (D) The applicant and/or agent have copies of the determination of no hazard from the Federal Aviation Administration (FAA) including any aeronautical study determination or other findings, if applicable.
- (E) The applicant and/or agent have plans indicating security measures (i.e. access, fencing, lighting, etc.).
- (F) For new mobile service support structures, the applicant has obtained a report prepared by an engineer licensed by the State of Wisconsin certifying the structural design of the tower and its ability to accommodate additional antennas.

(G) The applicant and/or agent have proof of liability coverage.

(H) The applicant and/or agent have copies of an Affidavit of Notification indicating that all operators and owners of airports located within five (5) miles of the proposed site have been notified via certified mail.

(I) The Facility or collocation is designed to promote site sharing, such that space is reasonably available to collocators and such that telecommunication towers and necessary appurtenances, including but not limited to parking areas, access road, and utilities, are shared by site users whenever possible.

### **3-3.00 CLASS 2 COLLOCATION:**

#### **3-3.01 APPLICATION PROCESS:**

(A) A Zoning Permit is required for a class 2 collocation. A class 2 collocation is a permitted use, but still requires the issuance of the Permit.

(B) A written permit application must be completed by any applicant and submitted to the Planning and Zoning Department. The application must contain the following information:

1. The name and business address of, and the contact individual for, the applicant.
2. The location of the proposed or affected mobile service support structure.
3. The location of the proposed mobile service facility.

3-3.02 REQUIREMENTS: A class 2 collocation is subject to the same requirements for the issuance of a Zoning Permit to which any other type of commercial development or land use development is subject.

3-3.03 COMPLETED APPLICATIONS: If an applicant submits to the Planning and Zoning Department an application for a permit to engage in an activity described in this Ordinance, which contains all of the information required under this ordinance, the Planning and Zoning Department shall consider the application complete. If any of the required information is not in the application, the Planning and Zoning Department shall notify the applicant in writing, within five (5) days of receiving the application, that the application is not complete. The written notification shall specify in detail the required information that was incomplete. An applicant may resubmit an application as often as necessary until it is complete.

3-3.04 COUNTY REVIEW REQUIREMENTS: Within forty-five (45) days of its receipt of a complete application, the Planning and Zoning Department shall complete all of the following or the applicant may consider the application approved, except that the applicant and the Planning and Zoning Department may agree in writing to an extension of the forty-five (45) day period:

(A) Make a final decision whether to approve or disapprove the application.

(B) Notify the applicant, in writing, of its final decision.

(C) If the application is approved, issue the applicant the relevant permit.

(D) If the decision is to disapprove the application, include with the written notification substantial evidence which supports the decision.

**P24**  
**3-3.05 FEES:** The fees for the Zoning Permit and Mobile Tower Siting Permit shall be as posted in the Planning and Zoning Department Fee Schedule.

**3-4.00 INFORMATION REPORT PURPOSE:** The purpose of the report under this subsection is to provide the County with accurate and current information concerning the mobile service facility owners and providers who offer or provide mobile services within the County, or that own or operate mobile service facilities within the County, to assist the County in enforcement of this subsection, and to assist the County in monitoring compliance with local, state and federal laws.

**3-4.01 INFORMATION REPORT:** All mobile service support structure owners of any new mobile service support structure shall submit to the Zoning Department a Telecommunications Facility Information Report (the "Report") within forty-five (45) days: (1) following Permit approval; (2) of receipt of a written request from the Zoning Department; and (3) of any change in occupancy of the mobile service facility. The Report shall include the mobile service support structure owner's name(s), address(es), phone number(s), contact person(s), and proof of bond as security for removal. The support structure owner shall supply the mobile service support structure height or current occupancy, if applicable, the number of collocation positions designated, occupied or vacant. This information shall be submitted on the County form provided and designated for such use, and shall become evidence of compliance.

**3-5.00 REMOVAL/SECURITY FOR REMOVAL AND SITE RESTORATION:** It is the express policy of Adams County and this ordinance that mobile service support structures be removed once they are no longer in use and not a functional part of providing mobile service and that it is the mobile service support structure owner's responsibility to remove such mobile service support structures and restore the site to its original condition or a condition approved by the Adams County Zoning Department. This restoration shall include removal of any subsurface structure or foundation, including concrete, used to support the mobile service support structure down to five (5) feet below the surface. After a mobile service support structure is no longer being used for mobile service that is in operation, the mobile service support structure owner shall have one hundred eighty (180) days to effect removal and restoration unless weather prohibits such efforts. Permittee shall record a document with the Adams County Register of Deeds showing the existence of any subsurface structure remaining below grade. Such recording shall accurately set forth the location and describe the remaining structure.

**3-5.01 SECURITY FOR REMOVAL:** The owner of any mobile service support structure other than a municipality or other unit of government shall provide to the Adams County Planning and Zoning Department, prior to the issuance of the Zoning Permit, a performance bond in an amount based on a written estimate of a qualified remover of said types of structures, or Twenty Thousand Dollars (\$20,000), whichever is less, to guarantee that the mobile service support structure will be removed when no longer in operation. Adams County will be named as obligee in the bond and must approve the bonding company. The County may require an increase in the bond amount after five (5) year intervals to reflect increases in the Consumer Price Index, but at no point shall the bond amount exceed Twenty Thousand Dollars (\$20,000). The provider shall supply any increased bond within a reasonable time, not exceeding sixty (60) days, after the County's request. A permittee may submit a letter of credit in the amount set forth above, or, in the alternative, a permittee with several sites in the County may submit a master bond to cover all of said sites. A master bond or a letter of credit may, in the Planning and Zoning Committee's discretion, be in an amount sufficient to secure removal from one site if the master bond or letter of credit provides for replenishing any amount used as the master bond or letter of credit covers any other site in the County.



**3-6.01 MOBILE SERVICE SUPPORT STRUCTURE, ANTENNA AND FACILITIES REQUIREMENTS:**

All mobile service facilities and mobile service support structures, except exempt facilities as defined in section 3-1.00, shall be designed to reduce the negative impact on the surrounding environment by implementing the measures set forth below:

- (A) Mobile Service support structures shall be constructed of metal or other nonflammable material, unless specifically permitted by the County to be otherwise.
- (B) Satellite dish and parabolic antennas shall be situated as close to the ground as possible to reduce visual impact without compromising their functions.  
Equipment compounds shall be constructed of non-reflective materials (visible exterior surfaces only). Equipment compounds shall be designed to blend with existing architecture in the area or shall be screened from sight by mature landscaping, and shall be located or designed to minimize their visibility.
- (C) Mobile service facilities, support structures and antennas shall be designed and constructed in accordance with the State of Wisconsin Uniform Building Code, National Electrical Code, Uniform Plumbing Code, Uniform Mechanical Code, and Uniform Fire Code, Adams County Land Division Ordinance, Adams County Sanitation Ordinance, Electronic Industries Association (EIA), American National Steel Institute Standards (ANSI), and American National Standards Institute (ANSI) in effect at the time of manufacture.
- (D) Mobile service facilities and support structures shall not interfere with or obstruct existing or proposed public safety, fire protection or Supervisory Controlled Automated Data Acquisition (SCADA) operation telecommunication facilities. Any actual interference and/or obstruction shall be corrected by the applicant at no cost to the County.
- (E) All new mobile service towers that are two hundred (200) or more feet in height shall be painted alternate aviation orange and white and shall be outfitted with dual lighting mechanisms including day time strobes and nighttime red incandescent lighting.
- (F) All mobile service towers that have guy wires shall be outfitted with large orange balls for increased visibility by small aircraft in accordance with recommendations by the FAA.

**3-6.02 SITE DEVELOPMENT:** A leased parcel intended for the location of new mobile service facilities, mobile service support structures, and equipment compounds shall be located so as to permit expansion for mobile service facilities to serve all potential collocators.

**3-6.03 VEGETATION / SCREENING AND SECURITY:**

- (A) Vegetation / screening: Except exempt facilities as defined in subsection 3-1.00, all mobile service facilities shall be installed in a manner to as to minimize disturbance to existing native vegetation and shall include suitable mature landscaping to screen the facility, where necessary. For purposes of this section, "mature landscaping" shall mean trees, shrubs or other vegetation of a minimum initial height of five (5) feet that will provide the appropriate level of visual screening immediately upon installation. Upon project completion, the owner(s)/operator(s) of the facility shall be responsible for maintenance and replacement of all required landscaping as long as a telecommunication facility is maintained onsite.

P26(B) Security: All towers shall be reasonably protected against unauthorized access. The bottom of the tower from ground level to twelve (12) feet above ground shall be designed to preclude unauthorized climbing and shall be enclosed with a minimum of six (6) feet high chain link fence with a locked gate. Security lighting for on-ground facilities and equipment is permitted, as long as it is down shielded to keep light within the boundaries of the site.

3-6.04 FIRE PREVENTION: All mobile service facilities shall be designed and operated in accordance with all applicable codes regarding fire prevention.

3-6.05 NOISE AND TRAFFIC: All mobile service facilities shall be constructed and operated in such a manner as to minimize the amount of disruption caused to nearby properties. To that end the following measures shall be implemented for all mobile service facilities, except exempt facilities as defined in section 3-1.00:

- (A) Noise producing construction activities shall take place only on weekdays (Monday through Saturday, non-holiday) between the hours of 6:00 a.m. and 6:00 p.m., except in times of emergency repair, and
- (B) Backup generators, if present, shall be operated only during power outages and for testing and maintenance purposes.

3-6.06 SEPARATION REQUIREMENTS: Mobile service support structures shall be separated by a minimum of two thousand six hundred forty (2,640) feet, except that:

- (A) Two (2) mobile service support structures may be permitted to be located within 100 feet of each other subject to approval of the Adams County Planning and Zoning Committee.
- (B) Camouflaged mobile service support structures are exempt from the separation between mobile service support structures requirement listed above.

## **SECTION 4 – COMPLIANCE/PENALTIES:**

### **4-1.00 ABANDONMENT**

Any antenna, mobile service facility, or mobile service support structure that is not operated for a continuous period of twelve (12) months shall be considered abandoned. Upon application, the Planning and Zoning Committee may extend the time limit to abandon once for an additional twelve-(12) month period. Such extension shall be based on the finding that the owner or permit holder is actively seeking tenants for the site. After the expiration of the time periods established above, the following shall apply:

4-1.01 The owner of such antenna, mobile service facility or mobile service support structure shall remove said antenna, mobile service facility or mobile service support structure, including all supporting equipment, building(s) and foundations to the depth as otherwise herein required within ninety (90) days of receipt of notice from the Planning and Zoning Department notifying the owner of such abandonment. If removal to the satisfaction of the Planning and Zoning Department does not occur within said ninety (90) days, the Adams County Zoning Administrator may order removal utilizing the established bond as provided under section 3-5.01 and salvage said antenna, mobile service facility or mobile service support structure, including all supporting equipment and building(s). If there are two (2) or more users of a single mobile service support structure, then this provision shall not become effective until all operations of the mobile service support structure cease.

4-1.02 The recipient of a Zoning Permit allowing a mobile service support structure and facility under this P27 section, or the current owner or operator, shall notify the Adams County Planning and Zoning Department within forty-five (45) days of the date when the mobile service facility is no longer in operation.

#### **4-2.00 PENALTIES**

Any person, firm, or corporation who fails to comply with the provisions of this Ordinance shall, upon conviction thereof, forfeit not less than fifty dollars (\$50.00) nor more than five hundred dollars (\$500.00) and costs of prosecution for each violation and, in default of payment of such forfeiture and costs, shall be imprisoned in the County Jail until payment thereof, but not exceeding thirty (30) days. Each day a violation exists or continues shall constitute a separate offense. In addition, the Planning and Zoning Department may seek injunctive relief from a court of record to enjoin further violations.

AD HOC COMMITTEE ON APPOINTMENTS MINUTES  
January 19, 2016 5:45 p.m. Room A231

The meeting was called to order by Chairman West at 5:48 p.m. Meeting was properly announced. Roll call: West, Babcock and Stuchlak present.

Motioned by Stuchlak/Babcock to approve the agenda. Motion carried by unanimous voice vote.

Motioned by Babcock/Stuchlak to approve the January 6, 2016, minutes. Motion carried by unanimous voice vote.

*Item #6: Appoint Jack Allen as a County Board Supervisor member to the Criminal Justice Coordinating Council (CJCC) Committee.* Motioned by Stuchlak/Babcock to appoint Jack Allen as a County Board Supervisor member to the Criminal Justice Coordinating Council (CJCC) Committee. Motion carried by unanimous voice vote.

*Item #7: Recommend two additional Supervisors (Hamburg and Pisellini) for Governor's approval of one, to the North Central Wisconsin Regional Planning Commission.* Motioned by Stuchlak/Babcock to recommend two additional Supervisors (Hamburg and Pisellini) for the Governor's approval of one, to the North Central Wisconsin Regional Planning Commission. Motion carried by unanimous voice vote.

Next meeting date to be determined.

Motioned by Stuchlak/Babcock to adjourn at 5:50 p.m. Motion carried by unanimous voice vote.

Respectfully Submitted,

  
Cindy Phillippi  
Recording Secretary  
CP/ck

These minutes have not been approved by the committee.

**ADMINISTRATIVE & FINANCE MEETING MINUTES**

January 8, 2016 2:00 p.m. Room A160

The meeting was called to order by Chairman West at 2:00 p.m. The meeting was properly noticed. Members present: Babcock, Grabarski, Hamburg, Kotlowski and West. Also present: Rathermel, McGhee, Zander, Kubisiak and Phillippi.

Motioned by Kotlowski/Babcock to approve the agenda. Motion carried by unanimous voice vote.

Motioned by Kotlowski/Babcock to approve the minutes from November 13, 2015 and December 8, 2015. Motion carried by unanimous voice vote.

Public participation: None

Correspondence: None

*Item #8: Treasurer:*

- a) *Tax Deed Property* – Update was provided
- b) *Financial report* – Handout was provided
- c) *Office activities* – Updated was provided

*Item #9: MIS: Verbal updates were given for the following items:*

- a) *Office activities* – Updated was provided
- b) *Financial report* – None

*Item #10: County Clerk/ACDoF discuss and/or act on:*

- a) *Office activities* – Update was provided

Upcoming agenda items: None provided

Next meeting date set for February 5, 2016 @ 2:00 p.m.

Motioned by Grabarski/Kotlowski to adjourn at 2:29 p.m. Motion carried by unanimous voice vote.

Respectfully submitted,



Cindy Phillippi

Recording Secretary

These minutes have been approved by the committee.

CP/ck

## **Minutes of Adams Co. Airport Commission January 11, 2016**

Meeting called to order at 7:00 PM by Chairperson Dave Repinski

Members present: Steve Pollina, Mike Bourke, Dave Repinski, Rocky Gilner and Jerry Reuterskiold.  
Also present Airport Groundskeeper Sheldon Sundsmo and County Administrator Thad Kubisiak.  
Airport Manager Mike Scott phoned in his report.

Motion to approve published agenda by Pollina second by Gilner no discussion, motion carried.

Motion to approve Minutes, as published, of December 14, 2015 Airport Commission by Pollina, Second by Repinski. No discussion. Motion carried.

### **Report of Airport Manager**

No correspondence

Financial Review/ check summary: No report

Fuel Account -- End of year Analysis: sold 1381 gals. Last quarter of 2015. Total 2015 sales were 9584 gals. Up 17% from 2014.

Scott reported that he met with Mead & Hunt (airport engineers) and State BOA to discuss Airport improvement project. Cost sharing money available from 2014, 2015 and 2016 is about \$450,000. Projects would require 5% of total to be paid by county. 4 projects are listed in order of ranking: land acquisition south of airport, snow removal equipment (2017), crack filling and/or seal coating of ramp & taxiways and replacement of airport electrical panel. A user survey was also recommended.

Compliance of Trans 55 violations would be solved with land acquisition.

.Mike also reported a problem with airport bills being paid in a timely manner. Mr. Kubisiak offered to stream line the bill paying process.

Motion to accept Airport Managers Report by Bourke second by Pollina. No discussion. Motion carried.

### **Report of Grounds keeper**

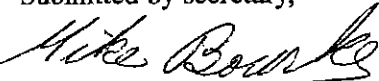
Sundsmo reported that the snow plowing truck has a cracked exhaust manifold and was told by the county shop that it was not worth fixing. Motion to accept Grounds keeper report by Reuterskiold, second by Pollina, No discussion. Motion carried.

Audience comments: None

Motion to adjourn until 7:00 PM Monday February 8, 2016, by Bourke. Second by Gilner. No discussion.  
Motion carried.

Meeting adjourned at 7:32 PM.

Submitted by secretary,



Mike Bourke

Minutes not officially approved yet.

ADAMS COUNTYBOARD OF ADJUSTMENT  
MONTHLY MINUTES:  
January 20, 2016

Chairman Bob Beaver called the Adams County Board of Adjustment meeting to order at 9:30 A.M. with the following members present; Cathy Croke, Secretary; Tom Feller and Bob Benkowski. Bob Krause was excused. Others present were: Phil McLaughlin, Zoning Administrator and Cathy Allen, Recording Secretary. Was this meeting properly announced? Mr. McLaughlin stated that it was. Roll Call. Cathy Croke made a motion to approve the Agenda as noticed. Bob Benkowski seconded the motion. All in favor. Motion carried. Public Hearings: Mark A. & Cynthia M. Schaefer – Special Exception Permit request under Section 5-4.01 (B) of the Adams County Shoreland Wetland and Habitat Protection Zoning Ordinance to allow filling and grading of more than 1,000 square feet on slopes of 12% to 20% with a condition attached under Section 13-4.03 to allow earth stabilization with stone at a slope greater than 2:1 within the 75' setback area on property located in the NW ¼, SW ¼, Section 10, Township 20 North, Range 6 East, Lot 40 of Dundee Addition to Lake Camelot at 246 Derby Court, Town of Rome, Adams County, Wisconsin. Mark and Synthia Schaefer were present to explain the request. Pictures were presented. Mr. Schaefer explained that construction had started prior to his knowledge that a Special Exception Permit was required for excavation greater than the foundation of the proposed room addition. Discussion followed. Tom Feller made a motion to grant the request. Bob Benkowski seconded the motion. Roll Call Vote: 4 – Yes. Motion carried. Russell P. & Synthia A. Masterson - Special Exception Permit request under Section 3-3.03 of the Adams County Comprehensive Zoning Ordinance to allow a residential accessory building in an A3 Secondary Agriculture District without a primary structure present on property located in the NW ¼, NE ¼, Section 25, Township 17 North, Range 5 East, Lot 1 of CSM 4917 on the corner of County Road F and 14<sup>th</sup> Drive, Town of Adams, Adams County, Wisconsin. Russell Masterson owner, was present to explain request. It was determined that the structure was constructed without permits and was discovered by the inspector called to an adjacent property. Discussion was held regarding future plans for the property. Bob Benkowski made a motion to deny the request. Tom Feller seconded the motion. The Board's decision was based on the fact that construction was done without permits or inspections and the length of time for the accessory to remain without a primary structure was too lengthy. Roll Call Vote: 4 – Yes. Motion carried. Arthur C. & Michelle L. Roberts – Special Exception Permit request under Section 3-3.03 of the Adams County Comprehensive Zoning Ordinance and Section 10-5A.01 (C) of the Adams County Shoreland Wetland and Habitat Protection Zoning Ordinance to allow a residential accessory building without a primary structure present in an R1 Single Family Residential and R&R Recreational/Residential District on property located in the SE ¼, SW ¼, Section 33, Township 18 North, Range 6 East, Lot 1, Block 2, Eyefull Acres North Shore Subdivision on Czech Lane, Town of Preston, Adams County, Wisconsin. Arthur & Michelle Roberts owners, were present to explain that they have a very small house and garage for four people and all their vehicles. After checking with numerous contractors about building another garage on the same parcel with the house it was determined that there was no feasible spot for it. The fact that he owns a lot across the road seemed the most promising. Richard Matzke, Preston Supervisor was present to explain that while the Town of Preston is sensitive to garages on a lot without a residence, they would not object in this instance if the Board of Adjustment could conditionally approve the Special Exception Permit as long as a Deed Restriction be placed on the Deed that if the property with the residence was ever to be sold, the property with the garage would have to be sold with it. Discussion was held. It was the consensus of the Board

Adams County  
Board of Adjustment  
Meeting Minutes  
Page #2

to postpone the request so the petitioner can produce pictures of the proposed garage and adjacent properties in the neighborhood. Tom Feller made a motion to postpone the hearing until the next scheduled date of February 17, 2016. Cathy Croke seconded the motion. Roll Call Vote: 4 – Yes. Motion carried.

Chairman Bob Beaver closed the Public Hearing portion of the meeting.

Minutes: Phil McLaughlin presented the Board with the minutes from the November 18, 2015 meeting for their review. Bob Benkowski made a motion to approve the minutes as presented. Cathy Croke seconded the motion. All in favor. Motion carried.

Correspondence: None.

The next Board of Adjustment Meeting will be February 17, 2016 at 9:30 A.M.

Bob Benkowski made a motion to adjourn. Tom Feller seconded the motion. All in favor. Motion carried.

ADJOURNED: 10:32 A.M.

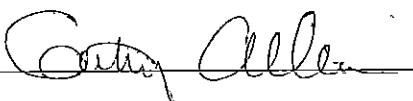
\_\_\_\_\_  
Bob Beaver, Chair

\_\_\_\_\_  
Tom Feller, Vice-Chair

\_\_\_\_\_  
Catherine Croke, Secretary

\_\_\_\_\_  
Bob Krause

\_\_\_\_\_  
Robert Benkowski

  
\_\_\_\_\_  
Cathy Allen, Recording Secretary

**THESE MINUTES HAVE NOT BEEN APPROVED BY THE BOARD.**



## ADAMS COUNTY BOARD OF SUPERVISORS MINUTES

Adams County Board Room

January 19, 2016 6:00 p.m.

Meeting was called to order by Chairman West at 6:00 p.m.

The meeting was properly announced.

There was a moment of silence followed by the Pledge of Allegiance.

**Roll Call of Supervisors:** Dist. #01-Mark Hamburg; Dist. #02 Rocky Gilner; Dist. #03-Larry Babcock; Dist. #04-Larry Borud; Dist. #05-Jerry Kotlowski; Dist. #06-Barb Morgan; Dist. #07-Joseph Stuchlak; Dist. #09-Dan Wysocky; Dist. #10-Jake Roseberry; Dist. #12-Vacant; Dist. #13-Florence Johnson; Dist. #15-Jack Allen; Dist. #16-Robert Grabarski; Dist. #17-Lori Djumadi; Dist. #18-John West; Dist. #19-Dave Repinski; Dist. #20-Paul Pisellini. Excused: Dist. #11-Robert Eggebrecht; Dist. #08-Robin Skala and Dist. #14-Orin Nigh.

Motioned by Repinski/Wysocky to approve the agenda. Motion carried by unanimous voice vote.

Motioned by Grabarski/Wysocky to approve the minutes of December 15, 2015. Motion carried by unanimous voice vote.

**Public participation:** none

Announcement of Meetings, Report of Supervisors Claims read by the County Clerk and appoint six (6) Supervisors to approve claims: Morgan, Kotlowski, Pisellini, Repinski, Roseberry and Johnson.

**Claims:** None

**Correspondence:** Letter of resignation from Supervisor Roekle was read.

**Appointments:** Motioned by Stuchlak/Djumadi to appoint Kim Heinz as citizen member, Pastor Brian Schmidt as clergy member and Jack Allen as a County Board Supervisor member, to the Criminal Justice Coordinating Council (CJCC) Committee. Motion carried by unanimous voice vote. Motioned by Babcock/Allen to recommend forwarding three Supervisors, Djumadi, Hamburg and Pisellini, for Governors approval of one, to the North Central Wisconsin Regional Planning Commission. Motion carried by unanimous voice vote.

**Unfinished Business:** None

**New Business:** None

**Reports and Presentations:** Daric Smith, RIDC handed out a written report and presentation on Town of Rome by Rick Bakovka. County Clerk handed out a written report.

### **Resolutions:**

**Res. #01:** Motioned by Allen/Djumadi to adopt Res. #01-16, to respond to the high demand for mental health services through the Comprehensive Community Services program (CCS) by adding an additional DHHS Service Facilitator position. Motion to adopt Res. #1-16 carried by roll call vote, 16 yes, 3 excused, 1 vacancy. Excused, Eggebrecht, Skala and Nigh. Vacant, District 12.

**Res. #02:** Motioned by Stuchlak/Morgan to adopt Res. #2-16, to Adopt Public Participation regarding a Farmland Preservation Plan. Motion to adopt Res. #2-16 carried by roll call vote, 16 yes, 3 excused, 1 vacancy. Excused, Eggebrecht, Skala and Nigh. Vacant, District 12.

**Res. #03:** Motioned by Stuchlak/Pisellini to adopt Res. #3-16, to authorize Adams County to apply for a grant from the Wisconsin Department of Natural Resources (WDNR) for the purpose of funding

a staff person in 2017 and 2018 to provide educational and technical assistance to citizens and lake groups in the county, especially in regards to lake management plan implementation and prevention/control of aquatic invasive species. Motion to adopt Res. #3-16 carried by roll call vote, 16 yes, 3 excused, 1 vacancy. Excused, Eggebrecht, Skala and Nigh. Vacant, District 12.

**Res. #04:** Motioned by Djumadi/Pisellini to adopt Res. #4-16, Development and Maintenance of grant funded All-Terrain Vehicle (ATV) and Utility Terrain Vehicle (UTV) trails, grant funded snowmobile trails, grant funded recreational trails and to participate in Motorized Stewardship grants funding. Motion to adopt Res. #4-16 adopted by roll call vote, 16 yes, 3 excused, 1 vacancy. Excused, Eggebrecht, Skala and Nigh. Vacant, District 12.

**Res. #05 and Res. #06:** Motioned by Repinski/Kotlowski to adopt Res. #5-16 and Res. #6-16, to Sell County Advertised Property #26-2243 and #4-1490. Motion to adopt Res. #5-16 and Res. #6-16 carried by roll call vote, 16 yes, 3 excused, 1 vacancy. Excused, Eggebrecht, Skala and Nigh. Vacant, District 12.

**Ordinances:**

**Ord. #01:** Motioned by Repinski/Stuchlak to enact Ord. #1-16, to rezone a 4.52 acre parcel from an R2 Rural Residential District to an R1 Single Family Residential District. Property located in the SW ¼, NW ¼, Section 36, Township 14 North, Range 6 East, Lot 1 of CSM 1405 at 4144 8<sup>th</sup> Avenue, Town of Dell Prairie, Adams County, Wisconsin. Motion to enact Ord. #1-16 carried by roll call vote, 16 yes, 3 excused, 1 vacancy. Excused, Eggebrecht, Skala and Nigh. Vacant, District 12.

**Ord. #02:** Motioned by Stuchlak/Morgan to enact Ord. #2-16, to rezone property (5.86 acres) from an A3 Secondary Agriculture District to an R2 Rural Residential District. Property located in the SW ¼, SW ¼, Section 26, Township 14 North, Range 6 East on 9<sup>th</sup> Avenue, Town of Dell Prairie, Adams County, Wisconsin. Motion to enact Ord. #2-16 carried by roll call vote, 16 yes, 3 excused, 1 vacancy. Excused, Eggebrecht, Skala and Nigh. Vacant, District 12.

**Denials:** None

**Petition:** None

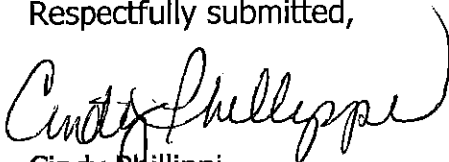
Motioned by Kotlowski/Allen to approve claims. Motion carried by unanimous voice vote.

Motioned by Djumadi/Repinski to approve Per Diem and Mileage. Motion carried by unanimous voice vote.

Motioned by Johnson/Djumadi to have the County Clerk correct any and or all errors and to read back at the next meeting if so requested. Motion carried by unanimous voice vote.

Motioned by Allen/Grabarski to adjourn at 6:45 p.m. Motion carried by unanimous voice vote.

Respectfully submitted,



Cindy Phillippi  
Adams County Clerk

These minutes have not been approved by the County Board.

CP/bw

**Executive Committee Meeting  
February 2, 2016 – 9:00 a.m.  
Adams County Courthouse, Conference Room A-260**

**Minutes**

Agenda Item 1. Joe Stuchlak, Chair, called the meeting to order at 9:00 a.m.

Agenda Item 2. Pledge of Allegiance.

Agenda Item 3. The meeting was properly announced.

Agenda Item 4. Committee members present: Allen, Stuchlak, Johnson, and Babcock. West was excused.

Others present: Ken Wagner, Corporation Counsel; Marcia Kaye, Personnel Director; Diane Heider, Recording Secretary; Thaddeus Kubisiak, County Manager/Administrative Coordinator; Janine Zander, Treasurer; Barb Waugh, Deputy County Clerk with a recording device; Diane Cable, HHS Director; Kelly Oleson, HHS Youth Services Manager; Kay Saarinen-Barr, HHS Behavioral Health Services Manager; Sarah Grosshuesch, County Health Officer; and Wendy Pierce, HHS Fiscal & Support Services Manager.

Agenda Item 5. Motion by Johnson, seconded by Allen, to approve the Agenda. Motion carried by unanimous vote.

Agenda Item 6. Motion by Babcock, seconded by Allen, to approve the Executive Committee Minutes of January 5, 2016. Motion carried by unanimous vote.

Agenda Item 7. Public participation will be taken as needed.

Agenda Item 8. There was no new correspondence.

Agenda Item 9. Discuss and/or act on Resolution to Add an Additional HHSD Mental Health/AODA Therapist Position. Cable and Barr presented the need for this additional preventative-focused position. HHS experiences a big turnover because of stress placed on staff. Therapist caseloads exceed the recommended number and there is a long waiting period for patient appointments. Jail inmates experience crises without additional counseling. Wagner indicated that the lack of additional counseling services can lead to an increase in his mental health caseload. Some cost for this new position may be reimbursed through insurance or Medicaid billing. Babcock commented that mental health issues are a big cause of society's problems. Motion by Allen, seconded by Babcock to approve the additional HHS Mental Health/AODA Therapist Position and send to County Board. Motion carried by unanimous vote.

**These Minutes have not been approved**

*Specifics of meetings are provided pursuant to 3/18/14 County Board Rules, Appendix Three.*

Agenda Item #10. Discuss and/or act on 2017-2020 Wages for Certain Elected Officials. Kaye indicated that this matter should first go before the Administrative & Finance Committee. Motion by Allen, seconded by Babcock to take no action at this time. Motion carried by unanimous vote. Stuchlak instructed Heider to include this matter on next month's Executive Committee Agenda.

Agenda Item #11. Discuss and/or act on HHS representation for JIPS, CHIPS and TPR cases. Presentation and discussion by Cable, Oleson and Wagner. The present arrangement with contracted attorney representation is efficient and economical, and partially reimbursed by the State. There is a good level of service provided by contracted attorneys who specialize in those particular areas of the law. No additional corporation counsel staff is recommended at this time. Representation by the District Attorney office is not being considered due to potential conflicts in prosecuting the parties, versus the welfare of the subject children which is paramount. No action was taken by the Committee.

Agenda Item 12. Corporation Counsel reported caseload and department activities since the last meeting.

Agenda Item 13. Personnel Director. Handouts: Worker Compensation annual loss run totals, 2011-2015; Wellness Committee February "Love Your Heart" challenge sheet; monthly report.

Agenda Item 14. Motion by Allen, seconded by Johnson, to accept January voucher reports. Motion carried by unanimous vote.

Agenda Item 15. The next meeting date is set for: March 1, 2016 at 9:00 a.m.

Agenda Item 16. Action items for next meeting: (1) Discuss and/or act on adding an HHS Deputy Director position and placement into the WIPFLI Wage Structure; (2) Discuss and/or act on setting 2017-2020 Wages for certain Elected Officials.

Agenda Item 17. Motion at 9:47 a.m. by Babcock, seconded by Johnson, to adjourn the meeting. Motion carried by unanimous vote.

Respectfully submitted,



Diane M. Heider  
Recording Secretary

**These Minutes have not been approved**

*Specifics of meetings are provided pursuant to 3/18/14 County Board Rules, Appendix Three.*

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## MINUTES OF SPECIAL MEETING – TUESDAY, JANUARY 19, 2016

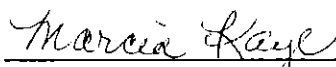
1. The meeting was called to Order by Chair Allen at 5:00 p.m. Roll Call: Present – Rocky Gilner, Teresa Harvey-Beaversdorf, Jack Allen, Bob Grabarski, Lori Djumadi, Deb Johnson-Schuh. Excused: Fran Dehmlow. Also present were Diane Cable, HHS Director; Kelly Oleson, CFS Manager; Thad Kubisiak, County Manager/Administrative Coordinator; and Marcia Kaye, Personnel Director.
2. Motion by Grabarski, seconded by Gilner to Approve the Agenda. Motion carried by unanimous voice vote.
3. New Business: Discuss and/or act on recommendation for the appointment for an Interim Health & Human Services Director.

Motion by Djumadi, Seconded by Grabarski, for the Committee to convene in closed session per Wis. Stats. §19.85(1)(c) for purposes of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Discuss and/or act on appointing an Interim Health and Human Services Director. Motion carried by unanimous voice vote.

The Committee reconvened in open session per Wis. Stats. §19.85(2), to consider and vote on appropriate matters, at 5:34 p.m. Motion by Grabarski, seconded by Djumadi to Appoint Kelly Oleson as Interim Health & Human Services Director until such time as a permanent Director is appointed. Motion carried by unanimous voice vote.

Motion by Djumadi, seconded by Johnson-Schuh, to place Oleson at step one in Grade 3 on the WIPFLI wage scale while she performs the Interim Director duties. Voice vote. Those in favor: Rocky Gilner, Teresa Harvey-Beaversdorf, Jack Allen, Lori Djumadi, and Deb Johnson-Schuh; Opposed – Grabarski. Motion carried, 5-1.

4. Motion by Djumadi, seconded by Harvey-Beaversdorf to adjourn at 5:36 p.m. Motion carried by unanimous voice vote.



Marcia Kaye, Acting Recording Secretary  
Health & Human Services Department Committee

# ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE

**THURSDAY, JANUARY 14, 2016 AT 9:00 A.M.  
HIGHWAY DEPARTMENT CONFERENCE ROOM  
1342 COUNTY ROAD "F", ADAMS, WI**

**MEMBERS PRESENT:** Larry Babcock ~ Chairperson  
Florence Johnson ~ Vice-Chairperson  
Dan Wysocky ~ Excused at 10:05 a.m.  
Mark Hamburg

**OTHERS PRESENT:** Patrick Kotlowski ~ Highway Commissioner, Chris Blum, Bob Buerger, Scott Whitsett and Everett Johnson.

**MEMBER ABSENT:** Jake Roseberry ~ Excused

**CALL MEETING TO ORDER:** The Meeting of the Adams County Highway Department Committee was called to order by Chairperson – Larry Babcock at 9:00 A.M., on Thursday, January 14, 2016.

**WAS THE MEETING PROPERLY ANNOUNCED? YES**

**ROLL CALL:** BABCOCK, JOHNSON, WYSOCKY AND HAMBURG. MEMBER ABSENT: ROSEBERRY ~ EXCUSED.

**APPROVAL OF AGENDA:** *Motion by Hamburg to approve the Agenda as presented, second by Wysocky. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**APPROVAL OF MINUTES OF LAST MEETING (DECEMBER 10, 2015):** *Motion by Hamburg to approve the Minutes as printed of the Adams County Highway Department Committee Meeting for December 10, 2015 Regular Monthly Meeting, second by Wysocky. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

## **PUBLIC PARTICIPATION ON AGENDA ITEMS:**

- Review & Act on Preliminary Alignments County Road P Construction (CTH B to CTH G)

**REVIEW & ACT ON PRELIMINARY ALIGNMENTS COUNTY ROAD P CONSTRUCTION (CTH B TO CTH G):** Scott Whitsett representative from Jewell Engineers presented to the Highway Committee a minimum 45 MPH and a standard 55 MPH design alignment for County Road P Construction (CTH B to CTH G). Mr. Whitsett also took and answered questions from the Highway Committee reference the construction project. *Motion by Wysocky to move forward with the 55 MPH design alignment for the County Road P Construction (CTH B to CTH G), second by Johnson. ROLL CALL VOTE: Wysocky – Yes, Babcock – Yes, Johnson – Yes and Hamburg – Abstained. MOTION CARRIED.*

**REVIEW & ACT ON COUNTY ROAD P (CTH G TO MARQUETTE COUNTY LINE) NOMINAL PARCEL PAYMENT REPORT:** The Highway Committee reviewed the County Road P (CTH G to Marquette County Line) Nominal Parcel Payment Report. This report was prepared by Timbers-Selissen-Rudolph Land Specialists. *Motion by Hamburg to*

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING  
JANUARY 14, 2016 ~ 9:00 A.M.**

P39

*approve the Nominal Parcel Payment Report as presented for the County Road P (CTH G to Marquette County Line) Construction Project, second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**REVIEW & ACT ON COUNTY ROAD P (CTH G TO MARQUETTE COUNTY LINE) OFFERING PRICE REPORTS AND APPRAISALS:** The Highway Committee reviewed two appraisals and two offering price reports for parcels on the County Road P (CTH G to Marquette County Line) Construction Project. Highway Committee discussed that landowners could request another appraisal, landowners choice of Appraisal Company, at counties' expense. The appraisals and offering price reports were prepared by Timbers-Selissen-Rudolph Land Specialists. *Motion by Johnson to approve the offering price reports and appraisals for Parcel #14 & Parcel #24 as presented for the County Road P (CTH G to Marquette County Line) Construction Project, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**REVIEW WASH BAY PLANS / PROGRESS / COST ESTIMATE:** Highway Committee reviewed the wash bay plans, discussed the progress and cost estimate that has been provided by the Short Elliott Hendrickson (S E H). *Motion by Hamburg to finish plans for the wash bay and proceed to bidding process, direct Architect (S E H) to show option to add 10' in length and if the 10' additional length is used the Highway Department will relocate HVAC fresh air make up intake prior to construction if required, second by Wysocky. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED*

**HIGHWAY COMMITTEE MEMBER WYSOCKY ASKED TO BE EXCUSED AT THIS TIME 10:05 A.M.**

**REVIEW & ACT ON SAFETY SHOE REIMBURSEMENT:** Highway Committee asked Commissioner to get more information regarding County Policy and proper procedure for increasing the reimbursement amount to employees for safety shoes. Currently the county reimburses each employee annually up to \$75.00 for safety shoes and these shoes are purchased through Rogan's Shoes.

**REPORT ON HIGHWAY DEPARTMENT OPERATIONS:**

- Winter Storms
- Crack Filling CTH J
- Tree clean up due to high winds
- Wood for Sale by Bids
- Scale upgrades needed

**FINANCIAL REPORT:** *Motion by Hamburg to approve the Prior to Vouchers Payable & Audit December 2015 Financial Reports as presented, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**VOUCHERS:** The Highway Department monthly check summary report was presented to the Committee for review. *Motion by Hamburg to approve the Monthly Check Summary report as presented, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING  
JANUARY 14, 2016 ~ 9:00 A.M.**

**IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS:**

- Safety Shoe Reimbursement
- ATV Trail / Route CTH Z

**SET NEXT MEETING DATE AND ADJOURN:** *Motion by Johnson, second by Hamburg, to adjourn until the next scheduled meeting for the Highway Department on, Thursday, February 11, 2016 at 9:00 A.M. at the Highway Department. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

Meeting adjourned at 10:35 A.M.

Respectfully submitted,

Patrick Kotlowski, Recording Secretary

**THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE**



# LAND & WATER CONSERVATION COMMITTEE MEETING

January 11, 2016, – 1:00 P.M.

Courthouse Conference Room: A231

## Minutes

The meeting was called to order by Chair Stuchlak at 1:00pm. Pledge of Allegiance was conducted. Roll call and introductions took place. The meeting was properly announced.

**Present:** Committee Members: Joe Stuchlak, Paul Pisellini, Barb Morgan, Dan Wysocky, Kevin Bork and Onie Karch. Wally Sedlar, Chuck Siblisky and Michelle Harrison were also present. Heidi Roekle's position is now vacant. *Concerned citizens:* Richard Matzke, Kay Olson-Martz, Don Fornasier, John Wallendal and Chad from WSI. *Technical Advisors:* Bernie Michaud WDNR, Barry Benson USDA, Ken Wagner Corp Counsel, and Thad Kubisiak County Manager, Dave Russell DATCP. Todd Willard New Chester Dairy, Jennifer Keuning GHD and representatives from Mueller Excavating were also present.

Motion by Karch/Morgan to approve the agenda. Motion made by Morgan/Wysocky to amend the agenda to move item #10 to #2. Jennifer from GHD asked if they could leave the agenda as is because Todd Willard from New Chester Dairy was not there yet. Morgan withdrew her amendment. Motion carried by unanimous vote.

Motion by Wysocky/Bork to approve the minutes of December 14, 2015. Motion carried by unanimous vote.

**Discuss and/or act on approval or Audrey Gorder's Wildlife Damage Claim.** Benson explained the issue with Gorder's claim. She did meet her quota, and her claim is in the amount of \$2409.73. *Motion by Bork/Karch to approve Audrey Gorder's Wildlife Damage Claim. Motion carried by unanimous vote.*

**Report on NRCS-** Meagan was not able to attend. Harrison read an update sent from Meagan. The WRE application deadline is Jan 15, 2016. EQIP application deadline is March 4, 2016. Funding decisions for current EQIP from the first signup will be determined this week. The CRP general signup ends Feb 26<sup>th</sup>, 2016. At this time there are no changes to the NRCS staff.

**Report on WDNR-** None.

**Report on L&WC department activities-** report in packet. Sedlar stated that the interviews with Lake Mason landowners and Ag producers are going really well. Lake Mason's Management Plan needs to be updated. The project won't move forward if they don't update this plan. The lake levels have been somewhat difficult to work with due to all the rain and then the hard freeze. The dam gates are now only open about 2 to 3 inches, the water levels are higher than what we would like, spring runoff may be an issue. Harrison stated that the Tree and Shrub sale is going well, the ad went into the paper today and the phone has been ringing off the hook.

**Report on Central Wisconsin Windshed Partners-** Wysocky stated that the next meeting is in April.

**THESE MINUTES HAVE BEEN APPROVED**

**Report on Golden Sands Resource Conservation and Development-** Stuchlak stated that the next meeting will be Jan 19, 2016.

**Report on USDA Farm Services Agency-** Bork stated that their meeting is tomorrow.

**Report on Duck Creek Activities-** there was no meeting in December.

**Financial Report-** Stuchlak asked if the reseeded was completed at Cottonville, Sedlar stated that the reseeded has been completed by a local landscape company who from this point forward will be taking full responsibility for the project—*Motion made by Wysocky/Morgan to accept the financial report as is. Motion carried by unanimous vote.*

**Discuss and/or act on variance request from New Chester Dairy-** Sedlar asked the committee members to take a look at the pictures of the pipeline that were included in the committee packet which showed the work that had been done on the pipeline. The first 6300 feet was completed but the soil around the pipe was not compacted as stated in their original plan. On Dec 11, 2015 GHD requested to deviate from their initial plan that was submitted. Sedlar's concern is that after they submitted a plan requesting to deviate from their original plan they continued to do more work on the pipeline and didn't even follow their own "new" plan as stated in their request dated Dec 11, 2015. If the pipe is not properly compacted to specs then the pipe could fail. Jennifer from GHD explained that the total project is 63,000 linear feet. She stated that on Oct 26, 2015 GHD, Adams County, WDNR and DATCP all met in regards to the first 6300 feet not compacted as stated in their plan. It was decided that this first 6300ft would be tested to see if it met the 85% compaction level. Jennifer explained that they went ahead and had it tested and it did meet the requirements – at various depths it was between 87% to 98%. She went on to say that this area has wonderful native material (sand) that is being used for compaction. Due to having this sand little effort needs to be placed on compacting as stated in their original plan thus this is why the request to deviate from the plan. She stated that GHD is confident in this new procedure and their engineers will certify this project, taking full liability. Other discussion took place. John Wallendal stated that he has a liability which is financially and sustainability in the community. He would like to see long term assurances in place for this pipeline project. Questions were asked if the specifications would get changed and certified—Jennifer stated that she would put these changes in the post construction report which is certified by an engineer. Pisellini stated that one of the issues here is that the first 6300 ft was not done to specs and this is not acceptable. The changes should have been approved first and then they could have completed the pipeline as changed. Bernie WDNR stated that before the DNR can give a plan modification they need a revised plan drawing then the approval can take place. Chad from WSI stated that a paper trail is needed for the changes so it can be followed.

Bernie added that the DNR is requesting additional pipe testing of the 6300 feet as long term monitoring. In 2017, 2019, 2021 and then every 5 years after that this additional testing needs to be completed with test results submitted to the DNR.

*Motion made by Wysocky/Bork to approve the variance with the compaction testing and Sedlar and Sibilsky observing. Roll call vote was taken with four (4) no's (Stuchlak, Morgan, Pisellini, Karch) and two (2) yes's (Bork, Wysocky) Motion failed.*

**Discuss and/or act on cost share agreement.** There are no cost share agreements at this time.

**THESE MINUTES HAVE BEEN APPROVED**

**Discuss and/or act on Woods Violation regarding the Manure Storage Ordinance.** Sedlar explained that movement has been slow that they have been to court twice but the landowner's continue to not follow the county's ordinance. The manure pit is overflowing with manure, they don't have a spreader and neighboring landowners will take the manure however they are not moving forward with this option either. Ken Wagener Corp Counsel presented the options. He stated citations could be issued daily or we could file for an injunction with the court system which would make them stop operating. *Motion made by Morgan/Pisellini to move forward with filing an injunction with the court system. Motion carried by unanimous vote.*

**Discuss and/or act on resolution to apply for DNR grant for 2017/2018-** The current AIS grant ends in 2016. This resolution would allow for another 2 years of funding for the AIS position. *Motion made by Bork/Wysocky to approve the resolution to authorize Adams County to apply for WDNR grant for 2017/2018 staff funding. Motion carried by unanimous vote.*

**Communications:** Sedlar invited the committee members to the Regional Land and Water meeting on the 29<sup>th</sup> at Winnebago. Harrison explained that the report in the packet is from the WAV program. Last year all the coordinators were asked to take a survey, this is the results of the state wide survey, some great information included. Matzke asked if it had been resolved on what will happen with the first 6300 feet of the pipeline. Pisellini explained that Sedlar and Wagner will be working together to resolve this issue. They will report back at the next meeting. Harrison stated that she received a thank you from Garrett Bork for the job shadowing opportunity.

**Items for next month's Land and Water Conservation Committee meeting:** Woods violation, New Chester Dairy Variance

Next meeting date: February 8, 2016 at 1:00pm in room A231

Motion by Morgan/Wysocky to adjourn at 2:30p.m. Motion carried by unanimous vote.

Respectfully submitted,

*Michelle Harrison*

Michelle Harrison  
Recording Secretary

**THESE MINUTES HAVE BEEN APPROVED**

Adams County Library  
Board Minutes  
January 25, 2016

The meeting was called to order at 1:00PM by Mary Nelson, Board President in the library meeting room. Present were Nelson, Townsend, Peterson, Edwards, Bob Theim and Library Director Erin Foley. Excused Challoner and Kreten

The meeting was properly announced.

A motion was made to approve the agenda by Peterson and 2<sup>nd</sup> by Townsend. **Motion carried.**

Public input is invited; Bob Theim was present and will participate during discussions.

**Recommended actions: minutes, bills and financial report:**

Minutes – November 23, 2015 motion to approve by Townsend and 2<sup>nd</sup> by Peterson. **Motion carried.**

There were no bills presented this month.

Foley noted the customer counter is broke, a repair request has been submitted. Motion to approve the financial report by Peterson and 2<sup>nd</sup> by Townsend. **Motion carried.**

**Communications and reports:**

Townsend and Peterson terms expired at the end of December; they have agreed to be reappointed to three-year terms. Foley will take to the next county board meeting for approval.

**South Central Library System Report:**

President Nelson reported that at the November discussion was on the Budget and Staff Compensation. The Cornerstone dinner resulted in over \$10,000 donated to the Foundation.

At the December meeting it was announced that Nekoosa will join Linkcat in 2016. SCLS Director Performance Evaluation completed and Koha evaluation results were shared. Foley added that 42 of 44 libraries use Linkcat; 41 endorse the Koha SCLS plan. Foley noted she voted no because it is too time consuming in their overall effort to maintain fairness.

February 17, 2015 is Library Legislation Day, Nelson is registered to attend.

**Director's Report:**

Foley provided the following report:

- a. Circulation report remains down.
- b. Donations were used for book purchases at the end of the year in compliance with county board request to use some of the library donated funds
- c. Quick Notes - Beyond the written report Foley explained the problems encountered with providing local newspapers for the library. Also the local history materials have been moved closer to the microfilm location.

**Election of Officers:**

The nominating committee reported that Nelson, and Challoner have agreed to remain in office as president and secretary and that Edwards has agreed to vice-president. Townsend moved and Edwards 2<sup>nd</sup> to unanimously elect them. **Motion carried.**

**Chocolate Affair:**

Reminder that it will be held on February 6<sup>th</sup> and the table must be set up.

**Mileage and other reimbursement for Board members:**

Foley provided information from other libraries and the Code of Ethics. It was decided to table until next month to determine if this would be a library expense or county expense and how much the expense would be.

**Food for fines/food pantry donation:**

During the month of February fine expenses can be forgiven with a donation to the food pantry. The collection container is by the director's office.

**E-Rate Funding for Library:**

Foley provided information about E-rate funding to cover 90% of computer and computer equipment purchases. There is no funding available to cover the cost of filtering. After discussion it was decided to say no for this year because there is no funding budgeted and to reinvestigate at a later date.

**Library Legislative Day:**

Reminder date is February 9<sup>th</sup> at the Concourse in Madison.

**Board will convene in closed session per Sec. 19.85(1)(c) of Wis. Stats:**

- a. Report on Staff Changes
- b. Evaluate Director Foley

Approved – Nelson, Townsend, Peterson and Edwards. Foley left meeting.

**Board will re-convene in open session per Sec. 19.85(2).**

Approved – Nelson, Townsend, Peterson and Edwards. Foley returned to meeting.

**Identify possible agenda items for future meetings:**

Personnel manual update on checking out items  
 Mileage and reimbursement for board members  
 Reappointment by County Board of Townsend, Challoner update  
 Audit  
 Library Legislative Day report

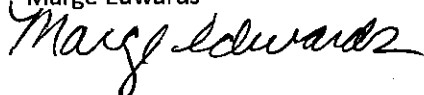
**Other business:**

Townsend provided historical information on the relationship between the Adams Library and SCLS (South Central Library).

Motion to adjourn was made by Peterson and 2<sup>nd</sup> by Townsend. **Motion carried.** The meeting was adjourned at 3:00PM.

Respectfully submitted,

Marge Edwards



Property Committee Minutes  
January 13, 2016 9:00 a.m. Room A160

Meeting was called to order at 9:00 a.m. by Chairman Repinski. The meeting was properly announced. Roll call: Djumadi, Gilner, Kotlowski, Pisellini and Repinski present. Also present: Kubisiak, Karen Bays, Sedlar, Zander, Wagner, Swensen, Scott Sorenson, Andrew & Lisa Fuller, and Hamman.

Motioned by Kotlowski/Pisellini to approve the agenda deviating to Item #12 and Item #15, and then immediately return to Item #5 on regular agenda. Motion carried by unanimous voice vote.

*Item #12 Discuss letter regarding property located at 989 13<sup>th</sup> Ave, Big Flats.* Discussion took place. The committee allowed Andrew and Lisa Fuller to comment. Committee discussed the property with no intent to sell.

*Item #15 Discuss and/or act on possible options to remodel the current 4-H food stand section or to build a new one.* Motioned by Djumadi/Kotlowski to have Bays look at remodeling/upgrades to current 4-H building and report back at next meeting. Motion carried by unanimous voice vote.

Motioned by Pisellini/Gilner to approve the December 9<sup>th</sup>, 2015 minutes. Motion carried by unanimous voice vote.

Public participation: None

*Item #7 Discuss and/or act on bids for razing of property at 989 13<sup>th</sup> Ave.* Gilner opened bids and Djumadi read them. Bid from Dehmlow for \$11,150, bid from T&L excavating for \$9,548 and bid from Fenner for \$7,304. Motioned by Djumadi/Kotlowski to accept/approve bid from Dehmlow for \$11,150 to raze property at 989 13<sup>th</sup> Avenue, as it includes Tippage and removal of debris; and for Hamman to follow-up on the project. Motion carried by unanimous voice vote.

*Item #8 Open and/or act on bids for tax foreclosure property/resolutions.* Motioned by Djumadi/Pisellini to approve Res. #5-16 William Ruck, parcel #26-2243 and Res. #6-16 Monika Pirc, parcel #4-1490. Motion carried by unanimous voice vote.

*Item #9 Discuss and/or act on tax deed foreclosure/procedures.* None

*Item #10 Discuss and/or act on use of Wisconsin surplus.* Motioned by Gilner/Djumadi to go ahead with Wisconsin Surplus for 2<sup>nd</sup> round of tax deed properties, and establish a policy. Motion carried by unanimous voice vote.

*Item #11 Discuss and/or act on opportunity to acquire potential donated 68 acre property in the Town of Big Flats, 930 Buttercup.* Motioned by Pisellini/Kotlowski to look into acquiring the property to proceed forward and to also tour the property. Motion carried by unanimous voice vote.

*Item #13 Discuss and/or act on personal driveway on county owned property on 10<sup>th</sup> Avenue Lake Sherwood.* The situation has been resolved with update provided by Wagner.

*Item #14 Discuss and/or act on Veterans Memorial in Adams County (Scott Sorensen).* Sorensen indicated that they are moving forward. They currently are working on proposals that they are waiting for responses on. He will continue to keep the committee updated.

*Item #16 Update on maintenance items.* Hamman provided an update.

Next meeting date: February 9<sup>th</sup>, 2016 at 9:00 a.m.; tour property at 930 Buttercup, Big Flats.

Items on next agenda:

*Discuss and/or act on county property #126-137;*

*Discuss and/or act on Wisconsin Surplus policy;*

*Discuss and/or act on opportunity to acquire potential donated 68 acre property in the Town of Big Flats;*

*Update on Veterans Memorial in Adams County (Scott Sorenson);*

*Update on courtroom safety;*

*Update on Firewise.*

Motioned by Gilner/Djumadi to adjourn at 10:30 a.m. Motion carried by unanimous voice vote.

Respectfully submitted,



Cindy Phillippi

Recording Secretary

These minutes have not been approved by the committee.

CP\ck

P48

## Public Safety & Judiciary Committee

Wednesday, January 13, 2016

9:00 a.m. – Conference Room A260

### MINUTES

Chairman Allen called the meeting to order at 9:00 a.m. The meeting was properly announced.

Committee members present: Robert Eggebrecht, Jack Allen, and Robert Grabarski – Jerry Kotlowski and Orin Nigh were excused.

Others present: Carol Collins, Dennis McFarlin, Janet Leja, Kathie Dye, Chris Langer, Marilyn Rogers, and Terry Fahrenkrug

**Motion by Eggebrecht to approve the agenda, seconded by Grabarski. Motion carried by unanimous vote. Nigh and Kotlowski – Excused**

**Motion by Grabarski to approve the December 9, 2015 minutes, seconded by Eggebrecht. Motion carried by unanimous vote. Nigh and Kotlowski – Excused**

There was no public participation. There was no correspondence.

#### District Attorney – Tania Bonnett and/or Jonathan Barnett – Not Present

The District Attorney's Office was not schedule to attend the meeting. Committee was provided with a written financial report for December 2015 and community service reports for November & December 2015. There were no questions.

#### Eyes of Hope Shelter—Kris Steffens — Not Present

Steffens was not scheduled to attend the meeting. There was no written report for December 2015 to review.

#### Family Court Commissioner – Dennis McFarlin – Present

Committee was provided with a written report for December 2015. McFarlin stated his budget was in line for 2015. Discussion was held regarding the parent education program that used to be offered in Adams County at the UW-Extension Office. McFarlin explained the program was not resumed after Edie Felts-Podoll retired. Committee was informed that attendance in the parent education program is mandated in the new judge's court rules so McFarlin welcomed any input or suggestions from the committee. Chairman Allen suggested that McFarlin write a letter to the UW-Extension committee chair to get the program offered again.

#### Child Support – Janet Leja – Present

Committee was provided with a written and financial report for December 2015. Leja discussed the performance measures and stated they are doing well. The arrears and current collection rates are up from this time last year. There were no questions on the financial report. Leja stated that they will have funds left in 2015 once all payments are in. Leja informed the committee that Wendy Newsom is now carrying a full caseload. Leja explained that they will not have Reality Day this year due to the turnover at the high school. Committee was provided with job descriptions for the Child Support Specialist and the Lead Child Support Specialist. Leja explained that there are two Child Support Specialist positions in her office and would like to reclassify one of the two positions to Lead Child Support Specialist due to increased duties. Leja stated that there would be funds available in her 2016 budget to cover the reclassification. Discussion was held regarding the reclassification and concerns of reclassifying the position at this time. **Motion by Grabarski to take no action on the reclassification to Lead Child Support Specialist at this time, seconded by Allen. Motion carried: Voting yes – Grabarski and Allen. Voting no – Eggebrecht. Nigh and Kotlowski – Excused.** Committee recommended that Leja bring the reclassification back for further consideration at a later date.



Clerk of Circuit Court – Kathie Dye – Present

Committee was provided with a written and financial report for December 2015. Dye explained her written report and stated she will give the final end of year stats for 2015 to county board supervisors in February or March. Chairman Allen suggested that Dye give a presentation for the new county board supervisors at their county board meeting in May or June. Dye explained that the December 2015 financial report is not final, but will be returning funds back to the general fund once all transactions are in for the year. Dye stated the office is running smoothly. Dye explained they have started e-filing, but still have to print some cases for visiting judges. Dye discussed the updates made to the courtroom and stated it looks very nice.

Register in Probate – Chris Langer – Present

Committee was provided with a written and financial report for December 2015. Langer discussed the financial report and explained the wages expense line was over budget due to the payout to Terry Reynolds for her accrued vacation and sick time. Langer also explained the additional purchases she needed to make to replace items that she couldn't use from the previous Register in Probate caused her operating supplies expense line to be over. Langer informed the committee that approximately a third of the open probate cases will need to remain open until property/real estate is sold. Langer stated the office has been busy. Langer voiced her concerns regarding the storage area for her juvenile and adoption files and committee recommended she discuss that with the Property Committee and/or Tracy Hamman.

Emergency Management – Jane Gervais – Not Present

Emergency Management was not scheduled to attend the meeting. Committee was provided with a written and financial report for December 2015 along with the map of cell towers in Adams County. There were no questions. Chairman Allen informed the committee that he will talk to Gervais regarding the cell tower map and the request for an updated map to reflect the additional cell towers in Adams County that were not on the map.

Medical Examiner – Marilyn Rogers – Present

Committee was provided with a written report and financial report for December 2015. Rogers discussed the financial report and there were no questions. Rogers stated revenues were higher than anticipated and was under budget with those expenses she could control. Rogers wanted to follow-up on the information that she provided to committee members regarding the new bill stating that funeral homes are no longer required to pay the medical examiner fees for Medical Assistance cases. Rogers asked if the committee needed anything else regarding that topic and committee will let her know if they need additional information.

Sheriff's Office – Chief Deputy Fahrenkrug – Present

Committee was provided with the financial report and the animal control report for December 2015 as well as the end of year animal control reports for 2015 and 2014 for comparison. There were no questions on the financial reports. The animal control reports were discussed and committee would like a spreadsheet with comparisons next to each other and not two separate reports. Fahrenkrug discussed current vacancies in the agency due to recent resignations and stated current eligibility lists have expired. Fahrenkrug informed the committee of the recent in-house training for the jail and future in-house training for patrol. Fahrenkrug explained that there has been four squad cameras purchased as a pilot program and storage of that information will be through a cloud service.

**Motion by Eggebrecht to approve vouchers and monthly expense reports as presented, seconded by Grabarski. Motion carried by unanimous vote. Nigh and Kotlowski – Excused**

Identify upcoming agenda items: Schedule jail tour for next month.

Set next monthly meeting date as February 10, 2016 at 9:00 a.m.

P50

**Motion by Eggebrecht to adjourn, seconded by Grabarski. Motion carried by unanimous vote. Nigh and Kotlowski – Excused. Meeting adjourned at 10:31 a.m.**

*These minutes have not been approved by Public Safety & Judiciary Committee.*

Respectfully Submitted,

Robert Grabarski  
Secretary

**ADAMS COUNTY SOLID WASTE COMMITTEE**  
**Wednesday, January 13, 2016, 6:00 PM**  
**Landfill Office, 1420 Hwy 21, Friendship, WI 53934**

**MEMBERS PRESENT:** Florence Johnson, Chair  
 Larry Babcock, Vice-Chair  
 Mark Hamburg  
 Paul Pisellini  
 Barb Morgan

**OTHERS PRESENT:** Brenda Quinnell, SW Director  
 Thaddeus Kubisiak, County Manager/Admin Coordinator

**CALL MEETING TO ORDER:** The meeting of the Adams County Solid Waste Committee was called to order by Chair Florence Johnson at 6:00 P.M.

**WAS THE MEETING PROPERLY ANNOUNCED? YES. ROLL CALL:** JOHNSON, BABCOCK, MORGAN, PISELLINI, and HAMBURG. .

**APPROVAL OF AGENDA:** *Motion by Hamburg, second by Pisellini, to approve the agenda as presented. All in favor; motion carried.*

**NOTICE THAT THE COMMITTEE MAY DISCUSS AND ACT ON ANY AGENDA ITEMS LISTED.**

**APPROVAL OF OPEN SESSION MINUTES FROM THE NOVEMBER 12, 2015 REGULAR SOLID WASTE MEETING:** *Motion by Hamburg, second by Babcock, to approve the Open Session minutes as presented for the December 9, 2015 Solid Waste meeting. All in favor; motion carried.*

**PUBLIC PARTICIPATION ON AGENDA ITEMS:** None

**COMMUNICATIONS/CORRESPONDENCE/OTHER BUSINESS:** There were no communications, correspondences or other business matters presented.

**FINANCIAL REPORT:** *Motion by Morgan, second by Hamburg, to accept the Financial Reports and Check Summary as presented. All in favor; motion carried.*

**FIXED ASSETS REPORT:** The Director reported that she is still working on the final numbers and plans to have it completed by the end of the month.

**SITE REPORT:** Quinnell distributed and the Committee reviewed the Site Report dated January 13, 2016 (see attached copy). *Motion by Hamburg, second by Babcock, to approve the Site Report as presented. All in favor; motion carried.*

**UPDATE ON ORDINANCE #15-2010 ENFORCEMENT:** Quinnell noted there is nothing new to report.

**UPDATE ON ROME RECYCLING:** Quinnell noted there is nothing new to report.

**APPROVE ANY VEHICLE/EQUIPMENT PURCHASES/RENTALS:** There were none.

**APPROVAL OF ANY TRAININGS OR CONFERENCES:** There were none.

**IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS:** The following items may be placed on the next agenda: Updates on pertinent items, Updates on the Town of Rome Recycling Project, Updates on the Ordinance #15-2010 enforcement, Update on Fixed Assets Report and tour of recycling building upgrades.

**NEXT MEETING DATE AND ADJOURN:** The next regular monthly meeting will be held on Wednesday, February 3, 2016 at 5:30 PM at the Landfill, starting with a tour of the recycling building.

*Motion by Hamburg, second by Babcock, to adjourn until the next meeting. All in favor; motion carried.* Meeting adjourned at 6:42 P.M.

Respectfully submitted, Brenda Quinnell, Recording Secretary

**THESE MINUTES APPROVED BY THE COMMITTEE ON FEBRUARY 3, 2016**

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**SITE REPORT ATTACHED**

**ADAMS COUNTY SOLID WASTE COMMITTEE**  
**Wednesday, February 3, 2016, 6:00 PM**  
**Landfill Office, 1420 Hwy 21, Friendship, WI 53934**

**MEMBERS PRESENT:** Florence Johnson, Chair  
 Larry Babcock, Vice-Chair  
 Paul Pisellini  
 Barb Morgan

**EXCUSED:** Mark Hamburg

**OTHERS PRESENT:** Brenda Quinnell, SW Director  
 Thaddeus Kubisiak, County Manager/Admin Coordinator  
 Jason Reichhoff, Recycling Manager  
 Dennis Rathermel

**CALL MEETING TO ORDER:** The meeting of the Adams County Solid Waste Committee was called to order by Chair Florence Johnson at 5:31 P.M.

**WAS THE MEETING PROPERLY ANNOUNCED? YES. ROLL CALL:** JOHNSON, BABCOCK, MORGAN, and PISELLINI. HAMBURG was excused.

**APPROVAL OF AGENDA:** *Motion by Pisellini, second by Morgan, to approve the agenda as presented. All in favor; motion carried.*

**NOTICE THAT THE COMMITTEE MAY DISCUSS AND ACT ON ANY AGENDA ITEMS LISTED.**

**TOUR OF RECYCLING BUILDING UPGRADES:** At this time those present toured the recycling building for a viewing and explanation of the new conveyor system. The meeting then returned to the lunchroom.

**APPROVAL OF OPEN SESSION MINUTES FROM THE JANUARY 13, 2016 REGULAR SOLID WASTE MEETING:** *Motion by Morgan, second by Pisellini, to approve the Open Session minutes as presented for the January 13, 2016 Solid Waste meeting. All in favor; motion carried.*

**PUBLIC PARTICIPATION ON AGENDA ITEMS:** None

**COMMUNICATIONS/CORRESPONDENCE/OTHER BUSINESS:** There were no communications, correspondences or other business matters presented.

**FINANCIAL REPORT:** Quinnell noted that it is too early in the month for the Skyward reports and check summary from the courthouse, but she presented department generated reports for their review. *Motion by Morgan, second by Pisellini, to accept the department generated financial reports. All in favor; motion carried.*

**FIXED ASSETS REPORT:** The Director reported that she has completed the reports but wants to triple check the numbers before submitting for the auditors.

**SITE REPORT:** Quinnell distributed and the Committee reviewed the Site Report dated February 3, 2016 (see attached copy). *Motion by Morgan, second by Pisellini, to approve the Site Report as presented. All in favor; motion carried.*

**UPDATE ON ORDINANCE #15-2010 ENFORCEMENT:** Quinnell noted there is nothing new to report.

**UPDATE ON ROME RECYCLING:** Quinnell noted there is nothing new to report.

**APPROVE ANY VEHICLE/EQUIPMENT PURCHASES/RENTALS:** There were none.

**APPROVAL OF ANY TRAININGS OR CONFERENCES:** There were none.

**IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS:** The following items may be placed on the next agenda: Updates on pertinent items, Update on Fixed Assets Report, Land Rental, and Insurance Costs.

**NEXT MEETING DATE AND ADJOURN:** The next regular monthly meeting will be held on Wednesday, March 9, 2016 at 6:00 PM at the Landfill.

*Motion by Morgan, second by Babcock, to adjourn until the next meeting. All in favor; motion carried.* Meeting adjourned at 6:52 P.M.

Respectfully submitted, Brenda Quinnell, Recording Secretary

**THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE**

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**SITE REPORT ATTACHED**

**ADAMS COUNTY SURVEYOR'S OFFICE**  
GREGORY P. RHINEHART, COUNTY SURVEYOR  
(608)-339-4226 (608)-339-3808  
P.O. BOX 187 -- FRIENDSHIP, WI 53934

**ADAMS COUNTY SURVEYOR'S REPORT # 506**

Report for the month of January, 2016

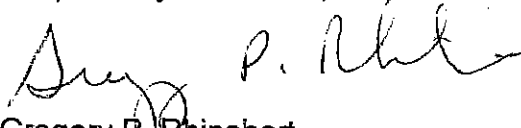
The 2015 Government Land Corner Maintenance Project.  
The 2 corners in Quincy that were under water have been computed and the locations perpetuated with witness monuments.

The 2016 Project has been started. This year's area is Dell Prairie, New Haven, Jackson and Springville.

I attended the County Surveyor's Meeting last week in Lake Delton.

I am continuing to respond to queries from the public and perform the duties of my office.

Respectfully Submitted;

  
Gregory P. Rhinehart,  
Adams County Surveyor

2/3/2016

**ADAMS COUNTY SURVEYOR'S OFFICE**  
**GREGORY P. RHINEHART, COUNTY SURVEYOR**  
**P.O. BOX 187, FRIENDSHIP, WI 53934**  
**(608) 339-4226**

**SUMMARY OF ACCOUNTS 2016**

	<u>RETAINER</u>	<u>PROJECTS</u>	<u>MISCELLANEOUS</u>
Budget	\$3,900.00	\$25,500.00	\$ 300.00
JANUARY	325.00	6,051.41	100.00
Balance	\$3,575.00	\$19,448.59	\$ 200.00
FEBRUARY			
Balance			
MARCH			
Balance			
APRIL			
Balance			
MAY			
Balance			
JUNE			
Balance			
JULY			
Balance			
AUGUST			
Balance			
SEPTEMBER			
Balance			
OCTOBER			
Balance			
NOVEMBER			
Balance			
DECEMBER			
Balance			
<b>Grand Total</b>			



## Traffic Safety Meeting Minutes

Nov 11, 2015 at the Adams Co. Highway Dept.

Present: Laurie Falash, Sheriff's Office, Dennis Premo, Highway Dept., Mark Stashek, Rome Police Dept., Chris Vanderhoven, State Patrol, Sgt. Paul Morrison, Sheriff's Office, Jon Sonnenberg, Rome Public Works, Dan Brugman, WI. DOT, Bob Botts, DOT Botts, Kristi Voelker, Kobussen buses.

Meeting called to Order: 10:02 A.M.

Introduction of members to the group.

Veterans Welcome to Sgt. Paul Morrison who served in our Military.

Agenda Approval: Motion by J. Sonnenberg and followed by C. Vanderhoven Motion carried.

Approval of Minutes: Motion by J. Sonnenberg and followed by D. Premo Motion carried.

Treasurers Report: Still at \$216.80 Bank sent notice that account is dormant. Falash will make a withdrawl and then a deposit to this account. Next meeting agenda will request ideas for possible uses this money.

K. Voelker added information that the School District is purchasing posters for School bus safety, R.R. Crossing safety and 15 mph caution safety. These will be framed and posted in our area schools.

No public Participation

Construction / Detour information: D. Premo advised that all projects in the past year were completed about the first week in September. Next year projects so far are seal coating a couple of miles on Cth O from Cth G to Hwy 13. Project for possible reconstruction on Cth P, Cth G to Co line in the future.

Traffic Safety Commission Member list completed. St. Statutory 83.013 requires certain members of the County agencies be part of the TSC group. Will advise D.A's Office and add Kevin Cole to next meeting agenda notice.

Old Business: Discussion reference Leola on the parking issue on 6<sup>th</sup> Ave between Aniwa La and Cth D. Some issues on the signage and if properly placed.

New Business: Sgt. Morrison reported that North of 82 and West of Cth B on Fish Ct/7<sup>th</sup> Ct area that there is damage to the roadway and traffic can bottom out vehicles on this pavement. This appears due to a past repair and needs to be looked into. L. Falash will address a letter to Springville Township.

J. Sonnenberg reports that Dollar General is interested in opening a store on Hwy 13 just to the North of the Rome Police Dept. He will keep us up-dated on the progress and issues on entry/exit proposed to the store off of Hwy 13. Letter proposes a town road T intersection with a by-pass lane.

Deputy Nielsen (ASCO) requested us to check on possibly of additional signs entering Arkdale East bound on Hwy 21. D. Brugman will check on this today. Dep. also asked that the 40 mph reflective signs posted on Cth Z just North of Cth F be looked at. The signs are dimmed and hard to view. D. Premo will handle this.

K.Voelker and P. Morrison brought to our attention issues on guard-rails request for creek crossing on Cth J and Czech Ave. Morrison checked the location and though the rails are there they are low and have no entry wing attachments which would bring the rails easier to view. Mentioned also that on Makovich bridge the rail is so low coming from the South that there is a sharp drop into the pond. Drafting letter to township.

School bus drop off signs requested prior to the top of the hill on Cth Z before addresses of 1739 – 1752 Cth Z. D. Premo will follow up on this.

17<sup>th</sup> and Cth C the stop sign has some damage but still is visible. Needs to be straightened up and D. Premo will check on this.

Sgt. Morrison checked areas of Cottonville and 15<sup>th</sup> Ave and Cth G and Cth C for limbs causing problems with drivers. Will double check Cottonville and 17<sup>th</sup> as that may be the trouble spot but all others issues he sees no problems.

Round Table: J. Sonnenberg spoke of the Tri-D improvement grant for the Sand Valley Golf-course entry which will pulverizing/paved shoulders with bike paths. Reconstruction 13<sup>th</sup> to 15<sup>th</sup> with paving for about 2 ½ miles.

P. Morrison requested K. Voelker to check with bus drivers to get driver violation with drivers to Sheriff's Offices attention faster making it easier to follow through.

B. Botts advised he will be e-mailing proposed and up-coming bills to the group prior to the meetings in the future.

Officer Stashek advised the group of a fatal Commercial truck/bicycle crash in Rome. Still waiting on lab results. Deceased is a 68 year old female from the Town of Rome.

Morrison complained about the poor visibility for drivers at Cth Z and Hwy 82 . This has been an ongoing problem with the group and is set for a major repair in 2017 including bridge re-construction.

Bob Botts reports the State is up 165 from last year with pedestrian /bicycle crashes.

Review of proposed/up coming laws. See attached

Act 42 that states any non- functioning traffic light will serve as a stop sign for all drivers.

Golf cart crossings, head phones, cell phone in construction areas all topics brought forth. Double license plates also being reviewed.

Motion to adjourn made by J. Sonnenberg and followed by M. Stashek 11:17 A.M. Motion carried.

Next Meeting: Feb 10, 2016.

Secretary \_\_\_\_\_

Dated 11-12-2015

**Extension Committee  
Minutes of Meeting  
January 12, 2016 @ 1:00PM**

1. **Call to Order:** Meeting was called to order at 1:13 p.m. in Room 103, Adams County Community Center by Florence Johnson, Chair.
2. **Roll Call: Board Members:** Florence Johnson, Dan Wysocky and Jack Allen – Present. Larry Borud and Robin Skala - Excused  
**Extension Staff:** Jennifer Swensen, Leah Eckstein, Angela DeSmith and Linda Arneson – Present. Ken Cleveland – Excused  
**Others Present:** Thad Kubisiak, County Manager
3. **Was the Meeting Properly Announced:** Yes
4. **Agenda Approval:** Motion by Wysocky and Second by Allen to approve agenda. Motion carried by unanimous voice vote.
5. **Approve Minutes:** Motion by Wysocky and Second by Allen to accept minutes of the November 10, 2015 Extension Committee Meetings. Motion carried by unanimous voice vote.
6. **Public Participation:** None
7. **Communication:**
  - a) Swensen shared information received from the Wisconsin Counties Association regarding a workshop on holding a “County Board Organizational Meeting” to be held on January 25, 2016 and a Webinar on the nEXT Generation to be held on January 14, 2016.
8. **Items for Action or Discussion:**
  - a) **Review and place on file monthly reports of Jennifer Swensen, Leah Eckstein, Ken Cleveland and WNEP:** Monthly reports discussed. Motion by Wysocky Second by Allen to place monthly reports on file. Motion carried by unanimous voice vote.
  - b) **Review Calendars of Extension Education Staff:** Committee reviewed current calendars for all education staff.
  - c) **Review Check Summary and Financial Statements:** Check Summary and Financial Statements for November and December 2015 were reviewed and discussed. Motion by Wysocky Second by Allen to place Check Summary and Financial Statements on File. Motion carried by unanimous voice vote.
  - d) **WACEC Conference Update:** Unfortunately no one was able to attend the conference.

- e) Eckstein – Family Living Presentation: Presentation will be placed on the May Agenda.
  - f) Extension “nEXT Generation”: Reviewed and discussed the UW-Extension Reorganization Recommendations that have been presented to Chancellor Cathy Sandeen.
  - e) Support Staff Part-Time Position Update: Interviews are scheduled for four applicants on January 13, 2016.
  - f) Community Center: Monthly building meetings continue. Tracy Hamman has been invited to attend these meetings. Due to work obligations he was unable to attend the January meeting. A list of building needs/concerns will be forwarded to him.
9. **Set Next Meeting Date**: 1:00 p.m. March 8, 2016 at the Adams County Community Center.
10. **Agenda Items for Next Meeting**:
- Extension nEXT Generation Update
  - Support Staff Position Description
11. **Adjourn**: Motion by Wysocky and Second by Allen to adjourn. Motion carried by unanimous voice vote. Meeting adjourned at 2:14 p.m.



Minutes taken by  
Linda Arneson  
Recording Secretary  
UW-Extension, Adams County

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Robin Skala, Committee Secretary

**THESE MINUTES HAVE NOT YET BEEN APPROVED BY COMMITTEE**